

Meeting of the

OVERVIEW & SCRUTINY COMMITTEE

Tuesday, 24 July 2012 at 5.30 p.m.

A G E N D A

VENUE

Council Chamber, 1st floor, Town Hall, Mulberry Place,
5 Clove Crescent, London, E14 2BG

Members:	Deputies (if any):
<p>Chair: Councillor Ann Jackson Vice-Chair: Councillor Rachael Saunders, Scrutiny Lead, Adult, Health & Wellbeing</p> <p>Councillor Tim Archer, Scrutiny Lead, Chief Executive's Councillor Stephanie Eaton Councillor Sirajul Islam, Scrutiny Lead, Development & Renewal Councillor Fozol Miah Councillor Amy Whitelock, Scrutiny Lead, Children, Schools & Families Councillor Helal Uddin, Scrutiny Lead, Resources Councillor Judith Gardiner, Scrutiny Lead, Communities, Localities & Culture</p> <p>[Note: The quorum for this body is 3 voting Members].</p>	<p>Councillor Peter Golds, (Designated Deputy representing Councillor Tim Archer) Councillor Harun Miah, (Designated Deputy representing Councillor Fozol Miah) Councillor David Snowdon, (Designated Deputy representing Councillor Tim Archer)</p>

Co-opted Members:	
Memory Kampiyawo	- (Parent Governor Representative)
1 Vacancy	- (Parent Governor Representative)
1 Vacancy	- (Parent Governor Representative)
Canon Michael Ainsworth	- (Church of England Diocese Representative)
Mr Mushfique Uddin	- (Muslim Community Representative)
1 Vacancy	- Roman Catholic Diocese of Westminster Representative

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact:

Simone Scott-Sawyer, Democratic Services,

Tel: 020 7364 4120; E-mail: simone.scott-sawyer@towerhamlets.gov.uk

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LONDON BOROUGH OF TOWER HAMLETS

OVERVIEW & SCRUTINY COMMITTEE

Tuesday, 24 July 2012

5.30 p.m.

SECTION ONE

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992. See attached note from the Chief Executive.

3. UNRESTRICTED MINUTES

3 - 10

To confirm as a correct record of the proceedings the unrestricted minutes of the meeting of the Overview and Scrutiny Committee held on 19th June 2012.

4. REQUESTS TO SUBMIT PETITIONS

To be notified at the meeting.

5. REQUESTS FOR DEPUTATIONS

To be notified at the meeting.

6. SECTION ONE REPORTS 'CALLED IN'

There were no Section One reports 'called in' from the meeting of Cabinet held on 20th June 2012.

7. REPORTS FOR CONSIDERATION

7.1 OUTLINE OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME

11 - 18

7.2 SPOTLIGHT ON EMPLOYMENT & ENTERPRISE

There will be a Power point presentation for Members by Chris Holme.

7 .3 ELECTORAL SERVICES - REGISTRATION OF ELECTORS & CONDUCT OF ELECTIONS

There will be a Power point presentation for Members by Isabella Freeman and Louise Stamp.

8. VERBAL UPDATES FROM SCRUTINY LEADS

(Time allocated – 5 minutes each)

9. PRE-DECISION SCRUTINY OF SECTION ONE (UNRESTRICTED) CABINET PAPERS

(Time allocated – 30 minutes).

10. ANY OTHER SECTION ONE (UNRESTRICTED) BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT

Agenda Item 2

DECLARATIONS OF INTERESTS - NOTE FROM THE CHIEF EXECUTIVE FOR MEMBERS OF THE OVERVIEW & SCRUTINY COMMITTEE

This note is guidance only. Members should consult the Council's Code of Conduct for further details. Note: Only Members can decide if they have an interest therefore they must make their own decision. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending at a meeting.

Declaration of interests for Members

Where Members have a personal interest in any business of the authority as described in paragraph 4 of the Council's Code of Conduct (contained in part 5 of the Council's Constitution) then s/he must disclose this personal interest as in accordance with paragraph 5 of the Code. Members must disclose the existence and nature of the interest at the start of the meeting and certainly no later than the commencement of the item or where the interest becomes apparent.

You have a **personal interest** in any business of your authority where it relates to or is likely to affect:

- (a) An interest that you must **register**
- (b) An interest that is not on the register, but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of your authority more than it would affect the majority of inhabitants of the ward affected by the decision.

Where a personal interest is declared a Member may stay and take part in the debate and decision on that item.

What constitutes a prejudicial interest? - Please refer to paragraph 6 of the adopted Code of Conduct.

Your personal interest will also be a prejudicial interest in a matter if (a), (b) and either (c) or (d) below apply:-

- (a) A member of the public, who knows the relevant facts, would reasonably think that your personal interests are so significant that it is likely to prejudice your judgment of the public interests; AND
- (b) The matter does not fall within one of the exempt categories of decision listed in paragraph 6.2 of the Code; AND EITHER
- (c) The matter affects your financial position or the financial interest of a body with which you are associated; or
- (d) The matter relates to the determination of a licensing or regulatory application

The key points to remember if you have a prejudicial interest in a matter being discussed at a meeting:-

- i. You must declare that you have a prejudicial interest, and the nature of that interest, as soon as that interest becomes apparent to you; and
- ii. You must leave the room for the duration of consideration and decision on the item and not seek to influence the debate or decision unless (iv) below applies; and

- iii. You must not seek to improperly influence a decision in which you have a prejudicial interest.
- iv. If Members of the public are allowed to speak or make representations at the meeting, give evidence or answer questions about the matter, by statutory right or otherwise (e.g. planning or licensing committees), you can declare your prejudicial interest but make representations. However, you must immediately leave the room once you have finished your representations and answered questions (if any). You cannot remain in the meeting or in the public gallery during the debate or decision on the matter.

There are particular rules relating to a prejudicial interest arising in relation to Overview and Scrutiny Committees

- You will have a prejudicial interest in any business before an Overview & Scrutiny Committee or sub committee meeting where both of the following requirements are met:-
 - (i) That business relates to a decision made (whether implemented or not) or action taken by the Council's Executive (Cabinet) or another of the Council's committees, sub committees, joint committees or joint sub committees
 - (ii) You were a Member of that decision making body at the time and you were present at the time the decision was made or action taken.
- If the Overview & Scrutiny Committee is conducting a review of the decision which you were involved in making or if there is a 'call-in' you may be invited by the Committee to attend that meeting to answer questions on the matter in which case you must attend the meeting to answer questions and then leave the room before the debate or decision.
- If you are not called to attend you should not attend the meeting in relation to the matter in which you participated in the decision unless the authority's constitution allows members of the public to attend the Overview & Scrutiny for the same purpose. If you do attend then you must declare a prejudicial interest even if you are not called to speak on the matter and you must leave the debate before the decision.

LONDON BOROUGH OF TOWER HAMLETS

MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE

HELD ON TUESDAY, 19 JUNE 2012 AT 7.00 P.M.

**ROOM C1, 1ST FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE
CRESCENT, LONDON, E14 2BG**

Members Present:

Councillor Ann Jackson (Chair)
Councillor Rachael Saunders
Councillor Tim Archer
Councillor Sirajul Islam
Councillor Amy Whitelock
Councillor Helal Uddin
Councillor Judith Gardiner
Councillor Tim Archer
Councillor Sirajul Islam
Councillor Amy Whitelock
Councillor Helal Uddin
Councillor Judith Gardiner

Other Councillors Present:

Councillor Alibor Choudhury
Councillor Peter Golds

Co-opted Members Present:

Memory Kampiyawo – (Parent Governor Representative)
Canon Michael Ainsworth – (Church of England Diocese Representative)

Guests Present:

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Officers Present:

Sarah Barr – (Senior Strategy Policy and Performance Officer,
One Tower Hamlets, Chief Executive's)
Louise Russell – (Service Head Corporate Strategy and Equalities,
Chief Executive's)
Alan Finch – (Service Head Financial Services, Risk &
Accountability)
Chris Naylor – (Corporate Director Resources)

David Galpin	– (Head of Legal Services (Community), Legal Services, Chief Executive's)
Monica Forty	– (Acting Service Head, Early Years Children & Learning, Children's Services)
Vicky Allen	– (Strategy Policy & Performance Officer)
Simone Scott-Sawyer	– (Democratic Services)

1. ELECTION OF VICE-CHAIR FOR THE MUNICIPAL YEAR 2012-13

COUNCILLOR ANN JACKSON IN THE CHAIR

The Chair welcomed everyone to the first meeting of the Overview and Scrutiny Committee for the new Municipal Year.

Councillor Amy Whitelock **MOVED** that Councillor Rachael Saunders be elected Vice-Chair of the Committee and this was **SECONDED** by Councillor Sirajul Islam.

RESOLVED

That Councillor Rachael Saunders be elected Vice-Chair of the Overview and Scrutiny Committee for the Municipal Year 2012/2013.

2. APOLOGIES FOR ABSENCE

There were no apologies.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. UNRESTRICTED MINUTES

The Chair **Moved** and it was:-

RESOLVED

That the unrestricted minutes of the meeting of the Overview and Scrutiny Committee held on 8th May 2012 be approved and signed by the Chair as a correct record of the proceedings.

5. REQUESTS TO SUBMIT PETITIONS

There were no requests.

6. REQUESTS FOR DEPUTATIONS

There were no requests.

7. SECTION ONE REPORTS 'CALLED IN'

There were none.

8. OVERVIEW AND SCRUTINY PROCEDURAL MATTERS

8.1 Overview & Scrutiny Committee Terms of Reference, Membership, Quorum, Dates of meetings, Protocols and Guidance

Ms Simone Scott-Sawyer, Senior Committee Officer, Democratic Services introduced the report and highlighted the main issues for Members to note as follows:

- Appendix 1 – Overview and Scrutiny Procedure Rules;
- Appendix 2 – Overview and Scrutiny Committee Membership 2012/13;
- Appendix 3 – Overview and Scrutiny Committee meeting dates 2012/13;
- Appendix 4 - Overview and Scrutiny Committee Protocols and Guidance for conduct of business.

RESOLVED

That the Overview and Scrutiny Committee's Terms of Reference, Membership, Quorum and meeting dates for the 2012/13 municipal year be noted, and that the protocols and guidance be adopted.

8.2 Appointment of Scrutiny Lead Members, Co-options to Overview and Scrutiny Committee, Health Scrutiny Panel Terms of Reference and Appointments

Ms Simone Scott-Sawyer, Senior Committee Officer, Democratic Services introduced the report.

The Committee was asked to agree the co-option of representatives in respect of education matters and the Tower Hamlets Local Involvement Network in accordance with the statutory requirements and the Council's Constitution.

The report further advised Members of the establishment of the Health Scrutiny Panel by full Council, and the need to make appointments to this Panel and appoint a Chair.

Councillor Peter Golds who was in attendance, spoke of his wish to continue attending Health Scrutiny Panel meetings as an observer, and requested through the Chair, that this arrangement continue. Councillor Rachael Saunders, Chair of the Health Scrutiny Panel stated that she was happy for this to continue.

RESOLVED

1. That the Scrutiny Lead Portfolios based on the Council's Directorates Plan be agreed and the following Scrutiny Lead Members be appointed as follows:-

Adults, Health & Wellbeing – Councillor Rachael Saunders;
Chief Executive's – Councillor Tim Archer;
Development & Renewal – Councillor Sirajul Islam;
Children, Schools & Families – Councillor Amy Whitelock;
Resources – Councillor Helal Uddin;
Communities, Localities & Culture – Councillor Judith Gardiner.

2. That the co-option of representatives in respect of education matters as detailed in the report be agreed;
3. That the establishment of the Health Scrutiny Panel and the appointment of Members thereto as detailed below be noted:

Councillor Rachael Saunders [Chair]
Councillor Denise Jones
Councillor Lesley Pavitt
Councillor Md. Abdul Mukit, MBE
Councillor Abdal Ullah
Councillor Dr Emma Jones
Councillor Gulam Robbani

4. That the co-option of David Burbridge and Amjad Rahi from the Tower Hamlets Local Involvement Network to the membership of the Health Scrutiny Panel be agreed.

9. REPORTS FOR CONSIDERATION

9.1 Strategic Performance and Corporate Revenue and Capital Budget Monitoring - 2011/12 Outturn

The Chair welcomed Councillor Alibor Choudhury, who was in attendance with Chris Naylor, Corporate Director, Resources. Cllr Choudhury introduced the report and highlighted the following points:

Members made the following observations:

- Councillor Islam requested more information on how many new houses were social housing;
- Councillor Whitelock commended Children, Schools & Families for meeting nearly all of their targets. However, with reference to the data provided on page 65, there were no comparisons made and it was therefore hard to place the information into context;
- Councillor Uddin wished to know what had been achieved thus far with regards to the Work Programme;

- Councillor Gardiner was apprehensive about street cleanliness performance as it did not equate to the residents' experience. Clarification was sought on the quarter 3 recycling figures and the 'near entry' collections system.

The Chair noted the following points:

- The Council Tax, Housing Benefits and "Building Schools for the Future" teams appeared to be meeting their targets despite teams being impacted by significant budget cuts and welfare reform;
- The Pensions fund deficit appeared to be decreasing;
- A separate briefing on welfare reform and the projected impact was also requested.

In response to some Members' questions and comments, Chris Naylor made the following points:

- The provision of affordable housing had been a clear priority of the Mayor and resources had been set aside specifically for this purpose;
- The welfare reforms had not kicked in as yet and were therefore unlikely to have an impact on the current data. However this was a financial risk for the future;
- With regards to the Pension fund, this was largely affected by the stock market and returns. Once an evaluation of the performance of the fund had been carried out by the actuaries, Members would be able to get a clearer picture;
- Appendix 5 – this set out the amount that the individual directorates were carrying forward. Some monies had been withheld for IT spend which resulted in a £1m saving.

In response to some Members' questions, Louise Russell, Service Head, Corporate Strategy and Equality stated that with reference to employment, the Department for Work and Pensions have now agreed to share data on the Work Programme with local authorities.

Councillor Alibor Choudhury made the following remarks in response to some Members' comments:

- With regards to the outcomes for carers, he stated that he was happy to look further into this and report back to the Committee;
- The Right to Buy scheme will impact on the budget and some work was currently being done to address this issue;
- Officers were working with local employers to find more ways for local people to access jobs in the City and Canary Wharf.

RESOLVED

That the report be noted.

9.2 Reviewing the impact of the Children's Centres restructure - Report of the Scrutiny Working Group

The Chair invited Councillor Amy Whitelock, Scrutiny Lead, Children, Schools and Families [CSF] to introduce the report. Councillor Whitelock pointed out that the review was borne out of concern from parents about the restructure of the Children's Centres because of a reduction in budget. She commended officers for all their hard work and special thanks were extended to Vicky Allen, Strategy, Policy & Performance Officer and Monica Forty, Head of Achievement, Birth – 11, Learning and Achievement Service. She highlighted the following points:

- The service user feedback mechanism yielded good results;
- Members of staff were doing a great job despite the reduction in the layers of management which inevitably had a knock on effect as there was pressure on more junior staff;
- Building capacity within the new structure was needed to ensure that the service was more resilient;
- It was worth noting that Children's Centre staff felt that the review process, despite the challenges, had been handled very well.

Members made the following observations:

Councillor Helal Uddin spoke of his wish for the Monitoring and Performance Steering Group to ensure that the children's services perform at the same level as before. He added that it was important that communication was maintained with the community to ensure that they moved forward.

In response to a question by the Chair about what lessons had been learned from the restructure's consultation process which might help when facing the 'Youth Service delivery' restructure, Monica Forty commented as follows:

- This was the largest re-structure to take place in the CSF department, losing a quarter of the budget;
- The aim was to protect lower grade members of staff;
- Although a leaner service, the restructure had enabled the service to become more streamlined and consistent within the borough. However there was still commissioning of specialist services which ensured that the service can meet specific needs within different community areas;
- Participation – this was encouraged at community and locality level to keep parents involved;
- No compulsory redundancies were made to members of staff in the Children's Centres as a result of the restructure;
- The services provided by the legal team were to be commended especially with regards to their assistance in the transfer of undertaking and protection of employment matters.

RESOLVED

That the report be noted.

9.3 Overview and Scrutiny Recommendation Tracking Report: Update

Sarah Barr, Senior Strategy Policy and Performance Officer, introduced the report and informed Members that they were at liberty to write in requesting additional information should they need it. She informed Members that this would be the last tracking report done in this format, and a new process for monitoring reviews would be introduced.

RESOLVED

That the report be noted.

9.4 Overview and Scrutiny Committee - Annual Review 2011-12

Sarah Barr, Senior Strategy Policy and Performance Officer stated that the review, although shorter this year, aimed to capture all the salient events of 2011/12. She noted that call-ins had doubled from 5 last year, to 10 this year.

The Chair felt that despite the challenges of the previous municipal year, it had been very constructive and she thanked all officers involved in making scrutiny of the Council a success. She hoped for a more constructive relationship with the Mayor in the new municipal year.

RESOLVED

That the report be noted.

10. VERBAL UPDATES FROM SCRUTINY LEADS

Nil items.

11. PRE-DECISION SCRUTINY OF SECTION ONE (UNRESTRICTED) CABINET PAPERS

Nil items.

12. ANY OTHER SECTION ONE (UNRESTRICTED) BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT

Health Scrutiny matters

The Chair tabled a document for Members, relating to the Health and Wellbeing Board. It was agreed that the Chair would seek a meeting with the Chair of the Health and Wellbeing Board to discuss a suitable way forward.

OSC Members' workshop

Sarah Barr reminded Members that the OSC workshop was scheduled to take place on Wednesday 27th June at 6 pm, on the 8th floor, Anchorage House.

The meeting ended at 9 p.m.

Chair – **Councillor Ann Jackson**
Overview & Scrutiny Committee

Agenda Item 7.1

Committee: Overview and Scrutiny	Date: 24 th July 2012	Classification: Unrestricted	Report No.	Agenda Item No.
Report of: Cllr Ann Jackson, Chair of Overview and Scrutiny Committee		Title: Overview and Scrutiny Committee Outline Work Programme 2012-13		
Originating Officer: Sarah Barr – Senior Strategy Policy and Performance Officer One Tower Hamlets Service Chief Executive's Directorate		Wards: All		

1. SUMMARY

- 1.1 This paper sets out the Overview and Scrutiny Committee's (OSC) draft outline work programme for 2012-13 (Appendix One). This was developed through a series of meetings with officers as well as 1:1 meetings and a workshop with OSC members.
- 1.2 The table at Appendix One shows the topics or issue put forward, the proposed methodology, the scrutiny lead as well as some additional information on scope. The methodologies include a scrutiny review, likely to be carried out throughout the year; a one-off 'challenge session' or other public event; a 'spotlight' or presentation at a committee meeting; or for Scrutiny lead members to follow up on a topic through 1:1 meetings with officers and desk-based research.
- 1.3 Once the outline work programme has been agreed by OSC, relevant Scrutiny lead members, service heads and managers will work together to develop the scope of each piece of work in more detail. The final work programme will be submitted for formal agreement by OSC at the meeting in September.

2. RECOMMENDATIONS

- 2.1 The Overview and Scrutiny Committee is recommended to:
 - Consider and comment on this draft outline of the work programme for 2012-13

3. CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL SERVICES)

- 3.1 Rule 8 of the Overview and Scrutiny Procedure Rules, contained in the Council's Constitution, provides that the Overview and Scrutiny Committee will be responsible for agreeing the overview and scrutiny work programme for the year. The recommendations in the report are consistent with that rule.
- 3.2 The activities included in the work programme appear consistent with the functions of the Overview and Scrutiny Committee as set out in Article 6 of the Council's Constitution.
- 3.3 In determining the work programme, the Committee should have due regard to the Council's public sector equality duty under section 149 of the Equality Act 2010. The Council is required to have due regard, when exercising its functions, to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don't.

4. COMMENTS OF THE CHIEF FINANCIAL OFFICER

- 4.1 This report describes the Overview and Scrutiny work programme in 2012-13.
- 4.2 There are no financial implications arising from this report.

5. ONE TOWER HAMLETS CONSIDERATIONS

- 5.1 Reducing inequality, promoting community cohesion and building community leadership are all central to the work of the Overview and Scrutiny Committee. While all pieces of work undertaken by the Committee will have a clear focus on understanding the differing needs of our diverse community, a number of the pieces of work put forward in the outline work programme raise specific equalities issues including the impact of welfare reform on local residents, addressing youth unemployment and scrutiny of the allocation of social housing to people with mental health conditions.

6. RISK MANAGEMENT

- 6.1 There are no direct risk management actions arising from this report.

7. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

7.1 The outline work programme highlights two pieces of work which focus specifically on topics which are highly relevant to building a greener environment: Encouraging cycling in the borough and recycling.

8. EFFICIENCY STATEMENT

8.1 The Overview and Scrutiny Committee contributes to the efficiency of the council, particularly through its scrutiny of the budget process where the committee ensures services are achieving value for money.

LOCAL GOVERNMENT ACT, 1972 (AS AMENDED) SECTION 100D

LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Background paper	Name and telephone number of and address where open to inspection
None	n/a

Appendix One: Overview and Scrutiny Committee Draft Work Programme 2012-13

Topic	Methodology	Scrutiny Lead	Notes
Budget	TBC	Cllr Jackson/Cllr Uddin	As the budget is set for this year, approach will be different from 11/12. Focus on delivery and impact of savings, preparations for further cuts in 2015/16.
Scrutiny Reviews			
Youth unemployment	Review	Cllr Jackson	To include graduates as well as school leavers. Consideration of arts and cultural industries as career path.
Post-16 attainment	Review	Cllr Whitelock	Consider including role and quality of careers service in scope.
Co-regulation and accountability of registered housing providers	Review	Cllr Islam	To include scrutiny of new processes for tenants complaints and support for councillors around these.
Supporting the third sector – transparency and value for money in allocation of mainstream grants	Review	Cllr Uddin	
Challenge sessions and public engagement events			
Impact of welfare reform	Scrutiny of task group approach and challenge session on identified gaps	Cllr Jackson/ALL	
Mental ill health and	Public challenge	Cllr Islam/Cllr	Aim is to raise awareness of issue, and find solutions.

housing need	session	Saunders	
Crime and enforcement	Public challenge session	Cllr Gardiner	To gather public view on crime and enforcement performance issues.
Scrutiny spotlights at OSC			
Strengthening local democracy	Presentation by Isabella Freeman/Louise Stamp	Cllr Jackson/Cllr Archer	Presentation on postal vote refresh, annual canvass, individual voter registration
Street cleanliness and recycling	Gathering data and spotlight at committee meeting	Cllr Gardiner	Comparing resident views with performance data.
Policing	Presentation on changes to Police commissioning and spotlight on Borough Commander	Cllr Gardiner	Andy Bamber presenting on changes at July 3 rd meeting. Borough Commander to be invited to attend OSC in autumn 2012.
Scrutiny lead to engage through one to one discussion with Corporate Directors			
Housing Strategy	Scrutiny lead to focus on, and presentations at committee	Cllr Islam	To understand and contribute to development of strategy. Highlight any issues and concerns to committee.
DWP Work Programme performance	Scrutiny lead to follow up	Cllr Islam	Consider collaboration with other local authorities. Getting data on Work Programme a national issue.
New partnership structures and the role of the Councillor Call for Action	Scrutiny lead to follow up	Cllr Jackson	Links to the scrutiny review of community leadership led by Cllr Jackson in 09-10.
Prostitution –	Scrutiny lead to	Cllr Gardiner	

effectiveness of new partnership approach	follow up		
Role of the Chief Executive in a mayoral system	Scrutiny lead to follow up with Monitoring Officer	Cllr Archer	
Promoting cycling and cycle safety	Scrutiny lead to follow up	Cllr Jackson	Consider take-up of Barclays cycle hire scheme in borough.
Allocation of assets for community use	Scrutiny lead to follow up	Cllr Islam	

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