

**THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA
ENVIRONMENT SELECT COMMITTEE 6 DECEMBER 2021**

REPORT OF THE SCRUTINY MANAGER

SELECT COMMITTEE WORK PROGRAMME AND DECISION-TRACKER

1 EXECUTIVE SUMMARY

- 1.1 This report sets out the Select Committee's work programme for the 2021/22 Municipal Year detailing reports, and scrutiny activities outside formal meetings.

2 RECOMMENDATION

- 2.1 The Select Committee is invited to discuss the updated work programme.

3 WORK PROGRAMME 2021/22

- 3.1 The Select Committee keeps its work programme under review and makes adjustments as required if priority issues emerge during the municipal year. The updated work programme is still expected to balance holding the Leadership Team to account through pre-decision scrutiny and post-decision review of outcomes and objectives with reviewing the development of new policy.
- 3.2 The work programme has been amended to include an update on the implementation of recommendations by the Planning Advisory Service at the meeting on 6 December 2021. A report setting out a response to the feedback of a peer review by the Planning Advisory Service was discussed at select committee on 6 July 2020. There were 12 key recommendations made and the report to the next select committee will provide an update on implementation.
- 3.3 Carbon Net Zero will be the focus of the 2 February 2022 select committee. This will include a report on the carbon Net Zero 2040 commitment for the borough. There will also be a report of the select committee working group, which was set up in 2020 to review the delivery of the council's Net Zero 2030 commitment. This report will include information gathered during the select committee's visit to the Lancaster West Estate, one of the council's flagship zero-carbon housing projects. An amendment to the work programme is to include a report for the 2 February meeting on the development of the Carbon Offset Fund, introduced in April 2017, to implement the zero carbon standard in new developments.
- 3.4 The 24 March meeting will be the last meeting of the municipal year. In addition to a report on the Culture Plan it is proposed to have a separate report on the performance of Opera Holland Park. This will include artistic outputs, finance and other areas of performance, and the meeting will include representatives of the charity.

- 3.5 Andrew Boff AM, Chair of the Planning and Regeneration Committee at the London Assembly, will be updating the Committee about his own Committee's inquiry on Covid 19, Housing Typologies and Design. The session will be on Thursday 13 January 2022, in the evening. The event will be open to the public, and residents' organisations representatives will be invited to discuss the issues raised by the London Assembly committee's inquiry.
- 3.6 The Select Committee is invited to note that details of support for the work programme, and governance arrangements are set out in Appendix 2. The Recommendations and Action Trackers are attached as Appendices 3 and 4.

FOR DISCUSSION

Jacqui Hird
Scrutiny Manager

Background papers used in the preparation of this report: None other than previously published documents.

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Appendix 1: Work Programme 2021-22

| Date of Meeting | Item | Outcomes | Source of Item | Lead Member/Officers |
|-----------------|---|---|--|--|
| 28/9/21 | New Local Plan Review: Issues and Options Consultation | Pre-scrutiny before plan is agreed by Council. | Annual Work Programme | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Jon Wade, Head of Spatial Planning and Place Sue Harris, Executive Director for Environment |
| | Urban Forest in North Kensington Proposal | To review the residents' proposal for an urban forest. | Petition to Council | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Lisa Cheung, Head of Development Management Sue Harris, Executive Director for Environment |
| | Select Committee Work Programme Report | Select Committee to review the work programme. | Annual Work Programme | James Diamond, Scrutiny and Policy Officer Jacqui Hird, Scrutiny Manager |
| 6/12/21 | Borough's High Streets | Scrutiny of objectives and performance for service improvement. Policy development for repurposing borough's high streets. | Annual Work Programme | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Sue Harris, Executive Director for Environment |
| | Planning Advisory Service Peer Review Update on Recommendations | Scrutiny of service improvement. | Environment Select Committee 6 July 2020 | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Amanda Reid, Director Planning and Place Sue Foster, Interim Programme Director Place Shaping |
| | Select Committee Work Programme Report | Select Committee to review the work programme | Annual Work Programme | James Diamond, Scrutiny and Policy Officer Jacqui Hird, Scrutiny Manager |

| Date of Meeting | Item | Outcomes | Source of Item | Lead Member/ Officers |
|------------------------|---|--|---|--|
| 2/2/22 | Achieving Net Zero 2040 | Post-decision review of outcomes and performance to date in delivering net zero for the borough. | Annual Work Programme Environment Select Committee 1 July 2021 | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Sue Harris, Executive Director for Environment |
| | Environment Select Committee Report: Delivery of the 2030 Net Zero Commitment | Response to the report's recommendations for policy development delivering in 2030 net zero objective for local authority. | Annual Work Programme | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Sue Harris, Executive Director for Environment |
| | Carbon Offset Fund | Policy development | Environment Select Committee Working Group | Lead Member for Planning, Place and Environment, Cllr Johnny Thalassites Terry Oliver, Director of Cleaner, Greener Cultural Services Sue Harris, Executive Director for Environment |
| | Select Committee Work Programme Report | Select Committee to review the work programme | Annual Work Programme | James Diamond, Scrutiny and Policy Officer Jacqui Hird, Scrutiny Manager |

| Date of Meeting | Item | Outcomes | Source of Item | Lead Member/Officers |
|------------------------|--|--|--|--|
| 24/3/22 | Culture Plan Update | Review of outcomes in delivering the one-year Culture Plan, and development of the Culture Strategy. | Annual Work Programme Environment Select Committee on 1 July 2021 | Cllr Emma Will, Lead Member for Culture, Leisure and Community Safety Verena Cornwall, Head of Culture and Place |
| | Opera Holland Park | Review of outcomes | Annual Work Programme | Cllr Emma Will, Lead Member for Culture, Leisure and Community Safety Verena Cornwall, Head of Culture and Place Representatives from Holland Park Opera |
| | Select Committee Work Programme Report | Select Committee to review the work programme | Annual Work Programme | James Diamond, Scrutiny and Policy Officer Jacqui Hird, Scrutiny Manager |

Select Committee Visits 2021/22

| Date of Visit | Item | Outcomes | Source of Item | Lead Member/Officers |
|----------------------|--|--|-----------------------|--|
| Oct 2021 | Lancaster West Estate carbon net zero scheme | Review the completion of carbon net zero programme | Annual Work Programme | Cllr Kim Taylor-Smith, Deputy Leader, Grenfell, Housing and Property James Caspell, Neighbourhood Director Doug Goldring, Director of Housing Management |

SUPPORTING THE WORK PROGRAMME

The Scrutiny Team will:

- Work with the Chair and Vice Chair to manage the annual work programme;
- Provide support for scrutiny members including providing advice on scrutiny in line with the 2019 Statutory Guidance and best practice, and producing briefing papers, background materials, key lines of enquiry, and arranging seminars or briefings for members.
- Carry out and commission qualitative and quantitative research to support topics including data gathering and analysis, case studies and examples of good practice to inform the scrutiny process;
- Source external experts to contribute information to agenda items at formal meetings and to working groups;
- Support working groups, including managing the project plan; drafting terms of reference; providing advice on virtual and remote techniques to gather evidence and engage with stakeholders during the health emergency, and drafting reports in consultation with the chair; and promote scrutiny across the council and externally including production of reports and publicity to show what has changed as a result.

Each select committee has an allocated Governance Administrator who will:

- Co-ordinate and administer agenda planning meetings with the Chair, Vice Chair, scrutiny and senior officers in advance of committee meetings. This will include advising officers and partner agencies of the information required;
- Administer the committee meetings including sending out agenda papers to councillors;
- Produce the minutes of the meeting and update the action and recommendations trackers;
- Provide governance support to working groups and conferences including arranging venues and providing administrative support; and
- Develop and manage a database of residents and other stakeholders who wish to be kept informed of scrutiny work.

As part of the implementation of the work programme in the year, the select committee will:

- Meet formally five times a year to review evidence gathered and agree recommendations in relation to scrutiny reviews they are conducting;
- Call the relevant Lead Member to attend a meeting to set out their plans, and to return at the end to be questioned on progress;
- Hold additional evidence gathering sessions and events as appropriate to the topic of each review. These will hear from a range of experts from the local area and beyond (including residents);

- Proactively promote and encourage public participation in reviews;
- Ensure that the voice of vulnerable residents is heard;
- Consider appointing co-optees (from appropriately constituted and representative relevant organisations) for specific reviews;
- Monitor, track and communicate progress in responding to scrutiny recommendations.