



Open Report on behalf of Andrew Crookham, Deputy Chief Executive & Executive Director – Resources

Report to:	Highways and Transport Scrutiny Committee
Date:	30 October 2023
Subject:	Highways and Transport Scrutiny Committee Work Programme

Summary:

This item enables the Committee to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit. The work programme will be reviewed at each meeting of the Committee to ensure that its contents are still relevant and will add value to the work of the Council and partners.

Actions Required:

Members of the Highways and Transport Scrutiny Committee are invited to:

- (1)** Review and approve the contents of its work programme; and,
- (2)** Highlight any additional scrutiny activity which could be included for consideration in the work programme.

1. Background

Overview and Scrutiny should be positive, constructive, independent, fair, and open. The scrutiny process should be challenging, as its aim is to identify areas for improvement. Scrutiny activity should be targeted, focused and timely and include issues of corporate and local importance, where scrutiny activity can influence and add value.

All members of overview and scrutiny committees are encouraged to bring forward important items of community interest to the committee whilst recognising that not all items will be taken up depending on available resource.

Members are encouraged to highlight items that could be included for consideration in the work programme.

2. Committee Work Programme

11 DECEMBER 2023 - 10:00 am		
	Item	Contributor
1.	Highways Infrastructure Asset Management Plan 2023 <i>(Pre-decision scrutiny – Executive Cllr decision 13-21 Dec 2023)</i>	Jonathan Evans, Head of Highways Client and Contractual Management Services
2.	Highways Infrastructure Asset Management Policy <i>(Pre-decision scrutiny – Executive Cllr decision 13-21 Dec 2023)</i>	Jonathan Evans, Head of Highways Client and Contractual Management Services
3.	Highways - Quarter 2 Performance Report (1 July to 30 September 2023)	Jonathan Evans, Head of Highways Client and Contractual Management Services
4.	Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
5.	Transport - Quarter 2 Performance Report (1 July to 30 September 2023)	Verity Druce, Head of Transport Services Helen Reek, Support Services Manager, Transport Services
6.	Civil Parking Enforcement Annual Report	Matt Jones, Parking Services Manager

29 JANUARY 2024 - 10:00 am		
	Item	Contributor
1.	Revenue and Capital Budget Proposals <i>(Pre-decision scrutiny)</i>	Keith Noyland, Strategic Finance Lead - Place, Fire & Rescue
2.	North Hykeham Relief Road – Land Assembly Preparation and Highways Matters <i>(Pre-decision scrutiny - Executive decision 06 February 2024)</i>	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
3.	Approach to Transport Strategy Developments – Annual Update Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
4.	Civil Parking Enforcement - 2024 Contract and Notice Processing Solution <i>(Pre-decision scrutiny)</i>	Mick Phoenix, Traffic Manager Matt Jones, Parking Services Manager
5.	Winter Service Plan Interim Report	Jonathan Evans, Head of Highways Client and Contractual Management Services

04 MARCH 2024 - 10:00 am

Item		Contributor
1.	Service Level Performance Reporting Against the Success Framework 2023-24 Quarter 3	Jonathan Evans, Head of Highways Client and Contractual Management Services
2.	Highways - Quarter 3 Performance Report (1 October to 31 December 2023)	Jonathan Evans, Head of Highways Client and Contractual Management Services
3.	Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
4.	Highways Gully Cleansing/Repair and Surface Water Flooding	Richard Fenwick, County Highways Manager Shaun Butcher, County Programme Manager
5.	Road Safety Partnership Update	Steven Batchelor, Lincolnshire Road Safety Partnership Senior Manager
6.	Stamford Transport Strategy	Sam Edwards, Head of Highways Infrastructure and Laboratory Services Charlotte Hughes, Senior Project Leader Highways Infrastructure

29 APRIL 2024 - 10:00 am

Item		Contributor
1.	Transport - Quarter 3 Performance Report (1 October to 31 December 2023)	Verity Druce, Head of Transport Services Helen Reek, Support Services Manager, Transport Services

10 JUNE 2024 - 10:00 am

Item		Contributor
1.	Parking Enforcement Procedures Manual (Pre-decision Scrutiny- Executive Cllr decision between 17 - 24 June 2024)	Matt Jones, Parking Services Manager

29 JULY 2024 - 10:00 am

Item		Contributor
1.	Winter Service Plan 2024-25 (Pre-decision Scrutiny- Executive Cllr decision)	Jonathan Evans, Head of Highways Client and Contractual Management Services
2.	Service Level Performance Reporting Against the Success Framework 2023-24 Quarter 4	Jonathan Evans, Head of Highways Client and Contractual Management Services

29 JULY 2024 - 10:00 am

Item		Contributor
3.	Highways Performance Report, Quarter 4 (1 January to 31 March 2024)	Jonathan Evans, Head of Highways Client and Contractual Management Services
4.	Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
5.	Highways Gully Cleansing/Repair and Surface Water Flooding	Richard Fenwick, County Highways Manager Shaun Butcher, County Programme Manager
6.	Public Transport Annual Update	Verity Druce, Head of Transport Services Helen Reek, Support Services Manager, Transport Services

16 SEPTEMBER 2024 - 10:00 am

Item		Contributor
1.	Highways Infrastructure Asset Management Plan 2024 (Pre-decision scrutiny – Executive Cllr decision)	Jonathan Evans, Head of Highways Client and Contractual Management Services
2.	Highways – Quarter 1 Performance Report (1 April – 30 June 2024)	Jonathan Evans, Head of Highways Client and Contractual Management Services
3.	Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
4.	Transport - Quarter 1 Performance Report (1 April 2023 to 30 June 2024)	Verity Druce, Head of Transport Services Helen Reek, Support Services Manager, Transport Services

28 OCTOBER 2024 - 10:00 am

Item		Contributor
1.	Highways Gully Cleansing/Repair and Surface Water Flooding	Richard Fenwick, County Highways Manager Shaun Butcher, County Programme Manager
2.	Transport Connect Limited (TCL) - Teckal Company Update Annual Report	Verity Druce, Head of Transport Services Helen Reek, Support Services Manager, Transport Services

03 DECEMBER 2024 - 10:00 am

Item		Contributor
1.	Highways - Quarter 2 Performance Report (1 July to 30 September 2024)	Jonathan Evans, Head of Highways Client and Contractual Management Services

03 DECEMBER 2024 - 10:00 am

Item		Contributor
2.	Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services
3.	Transport - Quarter 2 Performance Report (1 July to 30 September 2024)	Verity Druce, Head of Transport Services

3. To be Programmed

Highways Performance Report – 3-year Statutory Update following Year 6 Update in 2023 (Spring 2026).

Rail Recovery and Strategic Role in Providing Connectivity, Supporting Lincolnshire Communities and Economy (Winter 2024).

4. Conclusion

Members of the Committee are invited to review and comment on the work programme and highlight any additional scrutiny activity which could be included for consideration in the work programme.

5. Consultation

a) Risks and Impact Analysis

Not applicable to this report.

6. Appendices

These are listed below and attached at the back of the report

Appendix A	Forward Plan of Decisions relating to the Highways and Transport Scrutiny Committee
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7. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Kiara Chatziioannou, Scrutiny Officer who can be contacted on 1522 552102, 07500 571868 or by e-mail at kiara.chatziioannou@lincolnshire.gov.uk.

Forward Plan of Decisions relating to the Highways and Transport Scrutiny Committee

MATTERS FOR DECISION	DATE OF DECISION	DECISION MAKER	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN	KEY DECISION YES/NO	DIVISIONS AFFECTED
Civil Parking Enforcement - 2024 Contract and Notice Processing Solution [I030628]	Jan 2024	Executive Councillor: Economic Development, Environment and Planning	Finance Legal HR Corporate Commercial Board Highways and Transport Scrutiny Committee	Traffic Manager E-mail: mick.phoenix@lincolnshire.gov.uk	Yes	All Divisions
Highways Infrastructure Asset Management Plan 2023 [I029249]	Between 13-21 Dec 2023	Executive Councillor: Highways, Transport and IT	Place DLT Highways and Transport Scrutiny Committee (11 December 2023)	Head of Highways, Client and Contract Management E-mail: jonathan.evans@lincolnshire.gov.uk	Yes	All Divisions
Highways Infrastructure Asset Management Policy [I029248]	Between 13-21 Dec 2023	Executive Councillor: Highways, Transport and IT	Place DLT Highways and Transport Scrutiny Committee (11 December 2023)	Head of Highways, Client and Contract Management E-mail: jonathan.evans@lincolnshire.gov.uk	Yes	All Divisions
North Hykeham Relief Road - Land Assembly Preparation and Highway Matters [I030650]	6 February 2024	Executive	Local councillors and appropriate statutory bodies Highways and Transport Scrutiny Committee	Head of Highways Infrastructure E-mail: sam.edwards@lincolnshire.gov.uk	Yes	Eagle and Hykeham West
Revenue and Capital Budget Proposals [TBC]	6 Feb 2024 TBC	Executive	Highways and Transport Scrutiny Committee (29 Jan 2024)	Strategic Finance Lead - Place, Fire & Rescue E-mail: Keith.noyland@lincolnshire.gov.uk	Yes	All Divisions

Appendix A
Forward Plan of Decisions relating to the Highways and Transport Scrutiny Committee

MATTERS FOR DECISION	DATE OF DECISION	DECISION MAKER	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN	KEY DECISION YES/NO	DIVISIONS AFFECTED
Parking Enforcement Procedures Manual [I030731]	Between 17 June 2024 and 24 June 2024	Executive Councillor: Highways, Transport and IT	Place DLT	Parking Services Manager E-mail: Matt.jones@lincolnshire.gov.uk	Yes	All Divisions

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