



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

Report to:	Highways and Transport Scrutiny Committee
Date:	29 January 2024
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

29 JANUARY 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Revenue and Capital Budget Proposals	Michelle Grady, Assistant Director Finance	Pre-decision scrutiny Executive decision on 06 February 2024
2. North Hykeham Relief Road – Land Assembly Preparation and Highways Matters	Sam Edwards, Head of Highways Infrastructure and Laboratory Services	Pre-decision scrutiny Executive decision on 06 February 2024
3. Civil Parking Enforcement - 2024 Contract and Notice Processing Solution	Mick Phoenix, Traffic Manager Matt Jones, Parking Services Manager	Pre-decision scrutiny. Executive Councillor decision between 08 – 09 February 2024
4. Winter Service Plan Interim Report	Jonathan Evans, Head of Highways Client and Contractual Management Services	Scrutiny Report

04 MARCH 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Grantham Future High Street Fund - Market Place & Station Approach Projects	Sam Edwards, Head of Highways Infrastructure and Laboratory Services Teresa James, Senior Project Leader (Major Schemes)	Pre-decision Scrutiny Executive Councillor decision between 11-15 March 2024
2. Public Rights of Way Fees & Charges	Chris Miller, Head of Environment Andrew Fletcher, Public Rights of Way and Access Manager	Pre-decision Scrutiny Executive Councillor decision between 05-14 March 2024
3. Service Level Performance Reporting Against the Success Framework 2023-24 Quarter 3	Jonathan Evans, Head of Highways Client and Contractual Management Services	Service Performance Monitoring Report
4. Highways - Quarter 3 Performance Report (1 October to 31 December 2023)	Jonathan Evans, Head of Highways Client and Contractual Management Services	Service Performance Monitoring Report

04 MARCH 2024 - 10:00 am		
Item	Contributor	Type of Report
5. Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services	Service Performance Monitoring Report
6. Approach to Transport Strategy Developments – Annual Update Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services	Annual Strategy Position Report
7. Highways Gully Cleansing/Repair and Surface Water Flooding	Richard Fenwick, County Highways Manager Shaun Butcher, County Programme Manager	Six-monthly Performance Report
8. Road Safety Partnership Update	Steven Batchelor, Lincolnshire Road Safety Partnership Senior Manager	Annual Position Report

29 APRIL 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Transport - Quarter 3 Performance Report (1 October to 31 December 2023)	Helen Reek, Interim Head of Transport Services	Service Performance Monitoring Report
2. Stamford Transport Strategy	Sam Edwards, Head of Highways Infrastructure and Laboratory Services Charlotte Hughes, Senior Project Leader Highways Infrastructure	Scrutiny Report

10 JUNE 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Rail Recovery and Strategic Role in Providing Connectivity, Supporting Lincolnshire Communities and Economy	Jayne Wingad, Rail Policy Officer Richard Bates, Lead Strategic Planner (Network Planning) for Eastern Region Network Rail Representation TBC	Scrutiny Report

10 JUNE 2024 - 10:00 am		
Item	Contributor	Type of Report
2. Parking Enforcement Procedures Manual	Matt Jones, Parking Services Manager	Pre-decision scrutiny Executive Councillor decision 17 - 24 June 2024

29 JULY 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Winter Service Plan 2024-25	Jonathan Evans, Head of Highways Client and Contractual Management Services	Pre-decision scrutiny Executive Councillor decision Date Range TBC
2. Service Level Performance Reporting Against the Success Framework 2023-24 Quarter 4	Jonathan Evans, Head of Highways Client and Contractual Management Services	Service Performance Monitoring Report
3. Highways Performance Report, Quarter 4 (1 January to 31 March 2024)	Jonathan Evans, Head of Highways Client and Contractual Management Services	Service Performance Monitoring Report
4. Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services	Service Performance Monitoring Report
5. Highways Gully Cleansing/Repair and Surface Water Flooding	Richard Fenwick, County Highways Manager Shaun Butcher, County Programme Manager	Six-monthly Performance Report
6. Public Transport Annual Update	Helen Reek, Interim Head of Transport Services	Annual Position Report

16 SEPTEMBER 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Highways Infrastructure Asset Management Plan 2024	Jonathan Evans, Head of Highways Client and Contractual Management Services	Pre-decision scrutiny Executive Councillor (<i>Decision Date Range TBC</i>)

16 SEPTEMBER 2024 - 10:00 am		
Item	Contributor	Type of Report
2. Highways – Quarter 1 Performance Report (1 April – 30 June 2024)	Jonathan Evans, Head of Highways Client and Contractual Management Services	Service Performance Monitoring Report
3. Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services	Service Performance Monitoring Report
4. Transport - Quarter 1 Performance Report (1 April 2023 to 30 June 2024)	Helen Reek, Interim Head of Transport Services	Service Performance Monitoring Report

28 OCTOBER 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Highways Gully Cleansing/Repair and Surface Water Flooding	Richard Fenwick, County Highways Manager Shaun Butcher, County Programme Manager	Six-monthly Performance Report
2. Transport Connect Limited (TCL) - Teckal Company Update Annual Report	Helen Reek, Interim Head of Transport Services	Annual Position Report

03 DECEMBER 2024 - 10:00 am		
Item	Contributor	Type of Report
1. Highways - Quarter 2 Performance Report (1 July to 30 September 2024)	Jonathan Evans, Head of Highways Client and Contractual Management Services	Service Performance Monitoring Report
2. Major Work Schemes Report	Sam Edwards, Head of Highways Infrastructure and Laboratory Services	Service Performance Monitoring Report
3. Transport - Quarter 2 Performance Report (1 July to 30 September 2024)	Helen Reek, Interim Head of Transport Services	Service Performance Monitoring Report

3. To be Programmed

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

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

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 Chatzioannou, Scrutiny Officer who can be contacted on 01522 552102, 07500 571868 or by e-mail at kiara.chatzioannou@lincolnshire.gov.uk.

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
Civil Parking Enforcement - 2024 Contract and Notice Processing Solution [I030628]	Between 08 – 09 February 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
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 and Laboratory Services E-mail: sam.edwards@lincolnshire.gov.uk	Yes	Eagle and Hykeham West
Revenue and Capital Budget Proposals 2023/24	06 -23 February 2024	Executive & County Council	Highways and Transport Scrutiny Committee	Assistant Director - Finance E-mail: michelle.grady@lincolnshire.gov.uk	Yes	All Divisions
Parking Enforcement Procedures Manual [I030731]	17 - 24 June 2024	Executive Councillor: Highways, Transport and IT	Place DLT, Highways and Transport Scrutiny Committee	Parking Services Manager E-mail: Matt.jones@lincolnshire.gov.uk	Yes	All Divisions
Grantham Future High Street Fund - Market Place & Station Approach Projects [I030841]	Between 11 - 15 Mar 2024	Executive Councillor: Highways, Transport and IT	Highways and Transport Scrutiny Committee	Senior Project Leader (Major Schemes) E-mail: teresa.james@lincolnshire.gov.uk	Yes	Grantham East; Grantham North; Grantham South; Grantham Wes
Public Rights of Way Fees & Charges [No TBC]	Between 05-14 Mar 2024	Executive Councillor: Highways, Transport and IT	Highways and Transport Scrutiny Committee	Public Rights of Way and Access Manager E-mail: Andrew.fletcher@lincolnshire.gov.uk	No	N/A

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