

# REDUCTION IN CAR PARKING INCOME TASK AND FINISH GROUP

**Thursday 16 November 2017 (Room 1.02 @ 4.00PM)**  
**Wednesday 22 November 2017 (Suite 1.05 @ 2.00PM)**  
**Wednesday 29 November 2017 (Suite 1.05 @ 5.00PM)**

## A G E N D A

[www.milton-keynes.gov.uk/scrutiny](http://www.milton-keynes.gov.uk/scrutiny)

Councillor K Wilson (Chair)  
Councillors Bald, Bint, R Bradburn, McPake and Wallis

For more information about the meeting please contact Elizabeth Richardson on (01908) 252629 or e-mail: [Elizabeth.Richardson@milton-keynes.gov.uk](mailto:Elizabeth.Richardson@milton-keynes.gov.uk)

## **What is Overview and Scrutiny?**

Each local authority is required by law to establish an overview and scrutiny function to support and scrutinise its executive arrangements.

Each scrutiny committee or review group has its own remit as set out in its terms of reference but they each meet to consider issues of local importance and have a number of key roles:

1. Providing a critical friend challenge to policy makers and decision makers
2. Enabling the voice and concerns of the public
3. Driving improvement in public services.

The scrutiny committees consider issues by receiving information from, and the questioning of, both council officers and external witnesses / partners to develop an understanding of proposals or practices. As scrutiny committees have no executive powers they often present their conclusions in the form of recommendations to the Cabinet, full Council, council officers, or external partners that they believe will improve performance, or as a response to public consultations. The Committee will often request a formal response and progress report on the implementation of recommendations that they have provided to various parties.

## **Attending Meetings of Scrutiny Committees / Task and Finish Groups**

Meetings of scrutiny committees and task and finish groups are held in public and are open for everyone to attend. If you would like to attend then please just turn up. However, if you would like to make a representation to councillors on behalf of yourself or others, then let us know you are attending before the meeting so that the Chair can be advised in advance.

If there are specific issues that the meeting must consider in private then they will be asked to agree this at the meeting.

After the meeting the recommendations and Minutes of the meeting, as well as agendas and reports for the majority of the Council's public meetings are available via the Council's website at:

[\(http://cmis.milton-keynes.gov.uk/cmiswebpublic/\)](http://cmis.milton-keynes.gov.uk/cmiswebpublic/).

## **The Scrutiny process aims to promote the vision, values and objectives set out in the Milton Keynes Council Plan**

The Council Plan 2016-20 ([Council Plan 2016-20](#)) sets out how Milton Keynes Council will work to achieve its ambitions for Milton Keynes. Within it are the priorities the Council will address between 2016 and 2020, together with a detailed delivery plan showing what will be done and the main milestones along the way.

Milton Keynes Council wants to enable a 21<sup>st</sup> Century city whilst preserving what makes us special; an internationally recognised centre of prosperity, economic innovation and cultural creativity, in a high quality green space and built environment.

### **Vision:**

To develop a thriving, dynamic European Destination City and to ensure a fair, hardworking and more equal Milton Keynes for all.

### **Values:**

To become a co-operative borough where customers are put first, everyone works as team and makes a difference every day.

### **Objectives:**

#### **A City of Opportunity**

Milton Keynes has limitless potential. We want every person to have the chance of a good, well paid job and the skills to do it in a more equal society; a prosperous Milton Keynes with a strong, diverse economy that has an international reputation for innovation. We are in the right place to succeed, taking advantage of our excellent links to the wider regional, national and international economies, building on our success in the service and professional industries and taking advantage of new opportunities in a knowledge-based, high skilled economy. We will support people to succeed, develop the skills they need to access well paid employment and have the opportunity to meet their potential.

#### **An Affordable City**

We want to create communities that can attract, retain and enable people from every background. Milton Keynes has been built on meeting the aspirations of people to live in a good home at a price they can afford to rent or buy, and businesses being able to access high quality, affordable premises that meet their needs. We will promote more affordable good quality housing and create the space for business to thrive. We want to ensure citizens have access to high quality services, a well maintained built environment and green space, and a range of facilities and cultural offers that are the fabric of any modern diverse and successful city.

#### **A Healthy City**

We will ensure lifelong wellbeing for all. We want Milton Keynes to be an active, vibrant place with people living long, healthy and fulfilling lives. We will support people and invest in services that promote prevention, choice and empowerment. We will reform public services to encourage aspiration, independence and resilience; ensure children and vulnerable people are protected from harm and neglect and work with partners to integrate services, improve outcomes and reduce health inequalities.

## **General Terms of Reference for Scrutiny Committees and Task and Finish Groups**

- (a) To review or scrutinise any decision made, or other action taken, in connection with the discharge of any of the Executive Functions within the remit of the committee or review group.
- (b) To make reports or recommendations to the Council or to the Cabinet with respect to the discharge of any of the Executive Functions within the remit of the committee or review group
- (c) To review or scrutinise any decision made, or other action taken, in connection with the discharge of any of the Non-executive Functions within the remit of the committee or review group.
- (d) To make reports or recommendations to the Council or any Committee of the Council with respect to the discharge of any of the Non-executive Functions within the remit of the committee or review group.
- (e) To make reports or recommendations to the Council, to the Cabinet or to a regulatory committee on matters within the remit of the committee or review group
- (f) To consider any representations made in connection with the work of the committee or review group by a Member of the Council on behalf of her/his constituents.
- (g) To appoint advisers from outside the Council to advise the committees or review groups.

## **Budget Scrutiny Committee Terms of Reference**

- 1. To provide dedicated, cross-party consideration of the Budget and the Council's finances with a view to establishing and maintaining resources which are fit for purpose and address the needs and aspirations of the people of Milton Keynes and the Council's priorities.
- 2. To contribute to the delivery of the Council's Corporate Plan by making recommendations on:
  - (a) Priority of Services
  - (b) Service efficiencies
  - (c) Value for money
  - (d) Financial strategies
- 3. To consider and comment on Procurement, Workforce, ICT and Property issues in the light of the Council's Financial Strategy.
- 4. To monitor the in-year progress of the Revenue and Capital Budgets.
- 5. To scrutinise and comment upon annual out-turn reports for the Revenue and Capital Budgets, and identify learning points.
- 6. To be consulted during the preparation of the annual Revenue and Capital Strategies and Budgets.
- 7. To scrutinise the draft Revenue and Capital Budgets.
- 8. To make recommendations to the Cabinet on any of the above matters at any time, and to submit comments to the Council in relation to the Cabinet's proposed Revenue and Capital Budgets at the appropriate time.

## **Health and Safety**

Please take a few moments to familiarise yourself with the nearest available fire exit, indicated by the fire evacuation signs. In the event of an alarm sounding during the meeting you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

## **Mobile Phones**

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

## **Agenda**

Agendas and reports for the majority of the Council's public meetings can be accessed via the Internet at: <http://milton-keynes.cmis.uk.com/milton-keynes/> Wi-Fi access is available in the Council's meeting rooms.

Users of Windows 7 and above can simply click the link to any documents you wish to see. Users of Windows XP will need to right click on the link and select 'open in browser'.

## **Recording of Meetings**

The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting.

In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting.

Guidance from the Department for Communities and Local Government can be viewed at the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/343182/14\\_0812\\_Openness\\_Guide.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/14_0812_Openness_Guide.pdf)

## **Comments, Complaints and Compliments**

Milton Keynes Council welcomes comments, complaints and compliments from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended.

Please e-mail your comments to [scrutiny@milton-keynes.gov.uk](mailto:scrutiny@milton-keynes.gov.uk)

If you require a response please leave contact details, ideally including an e-mail address. A formal comments / compliments / complaints form is available online at <http://www.milton-keynes.gov.uk/complaints/> .



## **AGENDA**

**1. Welcome and Introductions**

Chair to welcome members of the Task and Finish Group, witnesses and the public to the meeting and introduce those present.

**2. Apologies**

**3. Disclosures of Interest**

Members of the Task and Finish Group to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered.

**4. Objectives**

The Task and Finish Group will investigate the reasons for the recent fall in parking income in order to establish whether the estimate of potential parking income was too optimistic and the result of poor budgeting practices by the Council or was due to other causes over which the Council had no control and which could not be reasonably foreseen.

Having reviewed the evidence and heard from relevant witnesses the Task and Finish Group will prepare a short report on its findings, and if appropriate, make recommendations on possible future income forecasting, including how much reliance should be placed on estimate income when trying to balance the budget.

Detailed documentation to support the investigation will follow.