

## **Request by Councillor for a Scrutiny review**

### **Guidance Notes**

Members can request the Scrutiny Committee to hold a review into an important subject or matter of concern in the Borough. It need not relate purely to services provided by the Council and could cover any matter effecting local residents or businesses.

The Council focuses its scrutiny activities on the things that matter most and on outcomes that can make a real difference for local people. It simply has not got the resources to look at everything that might be suggested and therefore has to prioritise. The Council's suggested criteria for selecting reviews are as follows (this information is also contained within the Scrutiny Guide, which all members will have received a copy):

- Members identify key issue for the public
- Poor performing services
- High level of user dissatisfaction
- High level of resource in the area
- Government/council high priority area
- New government guidance or legislation
- Media attention

For each review undertaken there should be:

- Key reasons for undertaking the review
- What the review is expected to achieve
- Agreed measures for identifying a successful review
- A project plan specifying the timetable and methodology (what evidence will be gathered, what consultation will take place)
- Consultation as to the composition of the panel which maybe undertaking the review

Please bear in mind when suggesting a topic for review that the following information will be needed and that where possible you provide as much information for the Scope and Terms of reference. This will assist the Chair and Deputy Chair when considering which three items will be selected for inclusion into the Annual Work Programme.

Scrutiny does not get involved in minor matters or individual concerns which are not of wider community significance. These need to be pursued through the appropriate Service Unit, Ward Councillors or Executive Member responsible. Nor does scrutiny deal with individual complaints which are dealt with through the Council's complaints procedure. Other topics not appropriate for scrutiny include: matters already being addressed, matters prejudicial to the Council's interests, individual disciplinary or grievance matters and matters unlikely to result in improvements for local people.

Subject	Sovereign Centre Site
Brief Scope (outline for review)	To make informative recommendations following consultations with relevant professionals regarding what types of development may be appropriate for the current Sovereign Centre site once it becomes vacant, as well as identifying what may not be appropriate in the best interest of the public and the Council's strategic objectives.
Suggested Consultation	Relevant Council officers and planning professionals, both internal and external, and public opinion.

<b>Reasons for Review and Supporting Information</b> (continue on a separate sheet if necessary)	
<b>Reasons for Review:</b>	
1. Why should topic be reviewed?	The site of the current Sovereign Centre will become vacant if the new centre is progressed and members of the public will have a not unsurprising interest in the potential future use of the site.
2. How does it link to Council's strategic aims and priorities?	
3. What benefits could result in conducting this review?	Open and transparent evidences based review to identify any restrictions and regulations regarding future development of this site. Gaining public insight into any suggestions and recommendations regarding what the site could become and managing expectations as to what may be achievable.
<b>Supporting Evidence:</b>	
1. What evidence is there to support the reasons and need for a scrutiny review?	This is a key seafront site and will have significant interest from members of the public
2. What are the facts?	The site of the current Sovereign Centre will become vacant in 2020 if the proposed new development goes ahead and no decision or recommendations have yet been made as to its potential future use.

<b>Desired Outcome:</b>	
1. What would you wish to see happen as a result of any review?	The Scrutiny Committee to make informed recommendations to guide the thinking of Cabinet when it comes to making a decision regarding what would and would not be acceptable or achievable to develop on this site.
2. Why do you think the desired outcome is achievable as a result of a review?	The review would be evidence based and underpinned by the knowledge and experience of planning professionals, whether internal and external, and other consultees.

Name: (please print)

Cllr Penny di Cara

Signed:

Date:

1 Aug 2017

Please complete and return this form to the Scrutiny Officer, Town Hall, Grove Road, Eastbourne, BN21 4UG. Email the form to [Jazmin.Victory@lewes.gov.uk](mailto:Jazmin.Victory@lewes.gov.uk) Should you have any queries about completing the form please telephone 01323 415811

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Date Received:

Date Acknowledged:

Decision Date:

Decision; Accept      Reject      Defer

Date Decision Notified:

By: