

## SCHEDULE

### Strategic Issues Consultation

### Operational Issues Consultation

### Service Monitoring

#### Education

**Proposals** of the Royal Borough affecting the general planning, provision and availability of Education services to Parish residents e.g. proposals for reorganisation of schools or their dedicated catchment areas. It is recognised that this is unlikely to be on an individual Parish basis.

**Review** of admissions Criteria.

**Potential** dual use of school facilities in the Parish area.

Nominations will be invited from the Parish for School Governors for schools serving the Parish area.

#### Social and Adult Care Services

These services are not provided on a Parish basis and any consultation would be on a much wider than individual Parish basis.

In relation to the way Social Services are provided and developed, the opportunity to comment on the Community Services Plan, including the Community Care Plan, the Children Services Plan and the Housing Strategy.

Any proposals relating to the provision of social services within or from an establishment located in the Parish area.

As Social Services are mainly provided to individuals in accordance with agreed care plans drawn up by professionals, it would not be appropriate to involve other "non-professional" persons in those matters. If the Parish becomes aware of a specific problem relating to the direct provision of social services in the Parish area, excluding those provided to individual clients, then there should be an agreed mechanism for referring the matter on.

#### Planning

South East Plan; Local Development Framework; Supplementary Planning Documents

Town and Country Planning matters in Parish. The Parish will automatically be given a period of 28 days to respond. The Parish will be notified of all planning Applications within the Parish area.

The outcome of a significant planning application including any conditions which it might be appropriate for the Parish to monitor. The effectiveness and adherence to enforcement

**Strategic Issues Consultation****Operational Issues Consultation****Service Monitoring**

A reasoned request for a site Visit from the Parish prior to the determination of the application will be reported to the decision maker for consideration. Any request from the Parish, provided it is made on their behalf by a Borough Councillor and in accordance with the agreed “call-in” procedure, within 28 days of the submission of the application, that a planning application will be considered by a Development Control Panel rather than under delegated powers will be given reasonable consideration. Parish Council representatives have the right to make appropriate verbal representations under the Council’s Constitution governing the right to speak at Development Control Panels meetings. Significant changes to a planning application will be notified to the Parish with a 14 day period for response. The Parish will be informed of any relevant planning appeals, tree preservation orders and enforcement notices, and Certificates of Lawful Use applications.

notices issued by the Borough relating to premises within the Parish area. There should be an established complaints procedure to be followed should the consultation process fail.

**Highways**

The policy for road and footpath maintenance and the resultant quality to be expected. Strategic road safety issues such as speed limits in villages, traffic calming measures, traffic reduction schemes, Environmental aspects including lorry haul routing which is part of planning consultation and elimination of accident black spots.

Proposals affecting highways and footways in the Parish including:

- i) Strategic transport proposals as they affect the area.
- ii) New works of construction and major maintenance schemes.
- iii) Changes in existing policies on frequencies of general maintenance and amenity works including highway verge grass cutting, drain clearing and road sweeping.

Frequencies of road closing, drain and gully cleaning and the cutting of verges  
Damage repair including the response to various types of road damage for example potholes and blocked drains, how quickly damage is inspected and repaired.

**Strategic Issues Consultation****Operational Issues Consultation****Service Monitoring**

The strategy for the general maintenance and amenity works, including highway verge cutting, drain cleaning and roadsweeping including environmental aspects. Planning and design of cycleways. Significant changes to existing arrangements for winter maintenance of roads and footways.

iv) Schemes for new installations of, or significant changes to, existing schemes of street lighting.  
 v) Traffic Regulation Orders such as speed limits, one-way systems, waiting restrictions, traffic signs and signals, pedestrian crossings, parking restrictions and traffic calming, temporary and permanent road closures.  
 vi) Changes to cycleways.

Reporting of street lighting failure, response time and repair quality. Defined escalation procedures should road repairs not take place.

**Waste Management**

Significant changes to arrangements.

Significant proposals affecting the Parish.

Achievement of standards against the frequency/ quality level defined in the contract.

**Public Transport**

The strategy for public transport and the local transport plan, in particular how it can be improved and its use encouraged.

Recognising that a partnership approach is needed, proposals involving provision, significant variation or removal of public transport facilities provided by the Borough under contract arrangements, or by arrangement with voluntary bodies or the Parish(es) to, from, within or near the Parish.

Where transport is provided by or subsidised by the Borough, a reporting mechanism where the service does not meet the published reliability, capacity, and quality criteria.

**Footpaths and Bridleways**

The policies for the use and maintenance of footways and bridleways.

Proposals to create, divert or close public footpaths, bridleways and byways open to all traffic together with re-classifications in or affecting the Parish.

The standards of maintenance, which may vary depending on the type of path. Monitoring the quality of footpaths and bridleways is likely to be by the Parish or by the public who use them. The quality criteria and the reporting mechanisms should be well publicised and the response times to reports defined.

The Borough is not responsible for undertaking maintenance of footpaths and bridleways on private land as that is the responsibility of the landowner.

---

**Leisure and Recreation**

Leisure and Recreation facilities, in particular how the provision by the Council and the Parish interact and complement each other.

Proposals concerning the provision of, and significant alterations to, the maintenance or use of Leisure and Recreation facilities, libraries, mobile and container library services. Where appropriate, this should include significant changes in opening hours.

The Parish will be amongst the key consultees in the preparation of local cultural strategies.

---

**Youth and Community Development**

The Royal Borough's Youth and Community Development Policies particularly as they may require co-operation with the Parish and interact with services provided by the Parish. This will also involve the distribution of services across the Council's area.

Proposals of the Council to develop or significantly change Youth Services in or available to the Parish.

The level of services to young people.

---

---

**Strategic Issues Consultation****Operational Issues Consultation****Service Monitoring**

---

**Open Space Maintenance and Grass Cutting**

Significant changes to Arrangements.

Significant proposals affecting the Parish.

Achievement of standards against the frequency/ quality level defined in the contract.

---

**Licensing**

The policies of the Borough in relation to licences which they have the power to issue.

Licensing of premises etc now governed by Licensing Act 2003.

---

**Emergency Planning**

The Emergency Plan is developed on a Borough-wide basis and consultation is carried out with the Parish where Parish facilities are required in an emergency situation.

As required by the Borough to meet an emergency situation.

---

**Communication and Provision of Information**

Overall policies on first stop shops or use of libraries, schools etc for local access to Borough services.

Significant proposal to develop or change provision.

The facilities made available and local information on the way in which the provision is helping to meet local needs.

---

**Community Strategy**

Production and implementation of a Community Strategy in accordance with the provisions of the Local Government Act 2000.

Consultation with Parishes over the drafting of the Strategy and the implications for Parish Councils.

Proposals arising from the implementation of the Community Strategy.

Ensuring the principles and actions contained in the Strategy are taken into account in service initiatives in Parish areas.

---

---

<b>Strategic Issues Consultation</b>	<b>Operational Issues Consultation</b>	<b>Service Monitoring</b>
--------------------------------------	--	---------------------------

---

**Crime and Disorder**

Compliance with the provisions of Section 17 of the Crime and Disorder Act 1998.

Promotion of community based initiatives to reduce crime and disorder.

Providing feedback through Parish representation on the Crime and Disorder Forum. Ensuring adequate Provision of Section 17 is taken into account in Service initiatives in Parish Areas.

---

**Standards in Public Life**

In accordance with the Local Government Act 2000 the Royal Borough has established an independent Standards Committee to oversee the actions of elected Members. The Committee's jurisdiction extends to Parish Councils and a sub-committee has been set up to consider matters relating to Parishes.

Matters referred to the Standards Board concerning individual Members will normally be dealt with in a confidential Part II session. (This is now operated in accordance with the Standards Committee (England) Regulations 2008.)

Membership of the Sub Committee includes Parish representatives.

---

**General**

Other matters relevant to the particular Parish or to the Borough.

---