
REVIEW OF OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME FOR 2013/14

To: **Overview and Scrutiny Panel – 14 January 2014**

Main Portfolio Area: **All Portfolios**

By: **Charles Hungwe, Senior Democratic Services Officer**

Classification: **Unrestricted**

Ward: **All**

Summary: **This report reviews the Overview and Scrutiny Panel work programme for 2013/14.**

For Decision

1.0 Introduction and Background

- 1.1 This report allows Members to review the Overview and Scrutiny Panel work programme agreed at the Panel meeting on 22 October 2013.
- 1.2 All sub committees were tasked with producing progress update reports on their activities that were assigned to them by the Overview & Scrutiny Panel. It is hoped that the Chairmen of the six sub-groups would each introduce their sub-group's reports for the Panel to comment on and where appropriate offer further guidance. These reports are attached as Annex 1 to Annex 6 to the report.
- 1.3 As the municipal year draws to a close, these update reports would form part of the basis for the OSP Chairman's Annual report to Council in May 2014.

2.0 Notice of Request for Future Agenda Items

Recommendation from the TDC Artefacts Management Review TFG

- 2.1 The TDC Artefacts Management Review TFG agreed to forward a report and recommendations for consideration by the Panel. The Panel is being asked to determine whether there are any merits in scrutinising the issues regarding "Signage from the Turner Contemporary to the Margate Museum and other historic attractions;" see report attached as Annex 7 .
- 2.2 At the meeting of the sub-group on 4 November 2013, Councillor K. Gregory proposed, Councillor Watkins seconded and Members agreed the following:
 - a) That the report under discussion be forwarded to the Cabinet Member for Community Services and the Overview & Scrutiny Panel for the Panel to decide whether there were any merits to scrutinise the issues in the report now or in the future.

Referral from Full Council

- 2.3 A petition on proposed changes to emergency services at the QEQM Hospital, Margate Accident & Emergency Department was referred to the Panel by Full Council. The issue is reported elsewhere in the agenda for this meeting.

3.0 The Work Programme Table

- 3.1 The table is sub-divided in order to illustrate the suggested nature of the work involved:
- Standing Working Party /Task & Finish Group** – a formal sub-committee which will report its findings back to the Panel for recommendation onto the executive.
 - Presentations** – these are presentations to the Panel that will allow the Panel to consider whether any further work should be undertaken and a specific item included in the Panel's work programme.
 - Status to be determined** – possible additions to the work programme. The Panel will need to decide whether to undertake work on them, and if so, how that work will be organised.

Table 1 – OSP Work Programme for 2013/14

Issue	Composition/ Members	Lead Officer	Comment	Status
Date of Establishment 01.10.09 Community Safety Partnership Working Party	Cllr Campbell (Chairman) Cllr Cohen Cllr Coleman- Cooke Cllr K. Gregory Cllr Huxley Cllr King Cllr Moore Cllr D. Saunders	Martyn Cassell;	The Working Party met on 26 November 2013 and received four PowerPoint Presentations relating to Crime Statistics, EK Housing Anti-Social Behaviour Policy, tackling Anti Social Behaviour through Selective Licensing and progress updates of the Community Safety Plan.	On going
Date of Establishment: 28.05.08 Corporate Performance Review Working Party	Cllr Gideon (Chairman) Cllr Campbell Cllr Gibson Cllr I. Gregory Cllr Grove vacant seat (TIG)	Sarah Martin	Members have reviewed the latest Performance Report and have made recommendations to improve the report moving forward. They have asked for information on the performance of the shared service arrangements to go to the next meeting which is scheduled for 30 January 2014.	On going
Date of Establishment: 29.05.12 Electoral Registration Process Review Working Party	Cllr Cohen Cllr Gibson Cllr K. Gregory Cllr Hibbert Cllr Hornus	Glenn Back; Mark Avis	Members received and agreed a communication strategy for the local implementation of the Individual Electoral Registration (IER). The Group encouraged	On going

Issue	Composition/ Members	Lead Officer	Comment	Status
			officers to carry-out an accommodation needs review before the implementation of the IER.	
Date of Establishment: 23.04.13 TDC Artefacts Management Review Task & Finish Group	Cllr King (Chairman) Cllr K. Gregory Cllr Hibbert Cllr M. Tomlinson Cllr Watkins Vacant seat (TIG) Mr T. Ovenden (Co-optee)	Kate Wilson	The Group conducted a site visit to the Margate Museum on 8 October 2013 and were shown around the Museum in order to get a better appreciation of the state of the artefacts in the museum and how the volunteers were working toward establishing improved documentation system for the museum. The Sub Group met on 4 November and requested for further documents to be provided before finalising their review work. They also recommended that the Panel considers and takes a view on a report as reported in section 2.0 of this report.	On going
Date of Establishment 23.04.13 Pleasurama Site Development Review Task & Finish Group	Cllr Hornus (Chairman) Cllr Binks Cllr Campbell Cllr Driver Cllr Harrison Cllr Marson Cllr Nicholson Vacant seat (TIG)	Mark Seed Harvey Patterson	The Group met on 31 October 2013. They considered the written responses provided by officers to Member questions. They agreed that the next meeting be arranged after Council had received the external legal advice relating to the current development agreement.	On going
Date of Establishment 29.07.13 Transeuropa Debt Review Task & Finish Group	Cllr Gideon (Chairman) Cllr Campbell Cllr Cohen Cllr K. Gregory Cllr Harrison Cllr Nicholson Cllr D. Saunders Vacant (I) Vacant (UKIP)	Mark Seed Sarah Martin	The Sub-Group met on 19 November 2013. Unfortunately the meeting was adjourned prematurely because of disturbances to the proceedings. The Group met on 17 December 2013 and agreed to have one last meeting before end of January to adopt recommendations to forward to the Panel.	On going

Issue	Composition/ Members	Lead Officer	Comment	Status
Presentations				
13/14 Presentations by Portfolio Holders and Corporate Services Managers	N/A	All Portfolio Holders and Corporate Services Managers		
14 January 2014 Commentary on the implications of the Housing Strategy, to include successes and challenges.	N/A	Cllr D. Green; Madeline Homer	At a Look Ahead meeting, Cllr Gideon, Chairman of the Overview and Scrutiny Panel asked for a Cabinet Presentation on "Commentary on the implications of the Housing Strategy, to include successes and challenges "	
14 January 2014 TDC Parking Fees and Charges for 2014/15	N/A	Cllr Poole; David Gonzalez	At a Look Ahead meeting, Cllr Gideon requested for the Cabinet Member for Operational Services to be in attendance to respond to Member Queries regarding Parking Fees & Charges for 2014/15	
Status to be determined				
Referral from Full Council - A petition on proposed changes to emergency services at the QEQM Hospital, Margate Accident & Emergency Department	TBD	Madeline Homer	The issue is reported elsewhere in the agenda and is awaiting the decision of the Panel	Awaiting the decision of the Panel

4.0 Corporate Implications

4.1 Financial

4.1.1 There are no financial implications arising directly from this report.

4.2 Legal

4.2.1 There are no legal issues arising directly from this report.

4.3 Corporate

4.3.1 The work programme should help to deliver effective scrutiny. An active Scrutiny programme is part of good governance and will, ultimately underpin the Council's use of resources assessment.

4.3.2 The Working Parties / Task and Finish Groups assist the work of scrutiny as they carry-out an in-depth study of any issue referred to the groups under their terms of reference.

4.4. Equalities

- 4.4.1 None directly but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.

5.0 Recommendations

- 5.1 That Members note the Work Programme report;
- 5.2 That the Panel notes the sub groups' progress update reports that are attached in Annex 1 to Annex 6 of the report and offers further guidance to the sub groups if appropriate;
- 5.3 Consider the following recommendation from the TDC Artefacts Management Review TFG that:
- a) Whether there were any merits to scrutinise now or in the future, the issues in the TFG report that is attached as Annex 7 to this report.

6.0 Decision Making Process

- 6.1 Any decisions on the work programme can be taken by the Panel.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext: 7186
Reporting To:	Glenn Back, Democratic Services and Scrutiny Manager, Ext 7187

Annex List

Annex 1	Community Safety Partnership Working Party - Work Programme 2013 /14 Update Report
Annex 2	Corporate Performance Review Working Party - Work Programme 2013 /14 Update Report
Annex 3	Electoral Reg Process Review TFG - Work Programme 2013 /14 Update Report
Annex 4	Pleasurama Site Dev Review TFG Work Programme 2013 /14 Update Report
Annex 5	Transeuropa Debt Review TFG - Work Programme 2013 /14 Update Report
Annex 6	TDC Artefacts Management Review TFG - Work Programme 2013 /14 Update Report
Annex 7	TDC Artefacts Management Review TFG Report – 4 November 2013

Background Papers

Title	Details of where to access copy
None	None

Corporate Consultation Undertaken

Finance	Sarah Martin, Financial Services Manager
Legal	Harvey Patterson, Corporate & Regulatory Services Manager