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

To: **Overview and Scrutiny Panel – 11 March 2014**

Main Portfolio Area: **All Portfolios**

By: **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 14 January 2014.
- 1.2 During this municipal year, the Panel set up the Pleasurama Site Development Review TFG and Transeuropa Debt Review TFG. The former sub-group completed its review work and submitted recommendations at an extraordinary Overview & Scrutiny Panel on 11 February 2014.
- 1.3 The Panel then adopted all the recommendations of the sub-group and forwarded them to Cabinet who in the turn met on 20 February 2014 and agreed all the recommendations from the Panel as is reported elsewhere in the agenda.
- 1.4 The Transeuropa Debt Review Task & Finish Group completed its review and produced a report which will be considered elsewhere in the agenda for this meeting.
- 1.5 At the request of two Members of the Panel; the Chairman called-in the Individual Cabinet decision on “Dreamland Compensation Payment” and extraordinary Cabinet decision on ‘ICT – Members Remote Access’ which are detailed elsewhere in the agenda for this meeting.
- 1.6 As the municipal year draws to a close, the Panel may wish to consider agreeing an approach for producing the annual report to Council. Previously each sub-group would produce a report that reports on their activities during the year; achievements, challenges and then making recommendations for the Panel to consider. The Chairman of the Panel would then collate all these reports and prepare an Annual report for the Annual Council meeting in May 2014. A template for drafting sub-group reports is attached as Annex 1 to the report.

2.0 Notice of Request for Future Agenda Items

- 2.1 At the meeting of the OSP on 14 January 2014, Members requested that officers bring to the Panel the updated “Housing Strategy Action Plan” in order to offer suggestions for consideration by Cabinet before the Plan is adopted. This request was in response to an offer by Councillor D. Green, Cabinet Member for Housing & Planning Services to involve scrutiny in a pre-decision review of the Plan.

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; Jessica Bailey	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. The Group will be meeting on 3 March 2014 to consider among other issues the draft Community Safety Partnership Plan for 2014/15	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; Adrian Halse	The Group met on 30 January 2014 and considered the performance update report. They requested that the group be provided at a future meeting with information relating to a consolidated TDC asset register. The Group will	On going

Issue	Composition/ Members	Lead Officer	Comment	Status
			have another meeting in March 2014 (a date is still to be agreed).	
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).	On going
Date of Establishment: 14.01.14 QEQM Hospital A & E Task & Finish Group	Cllr Dwyer Cllr K. Gregory Cllr Harrison Cllr Hornus Cllr King Cllr P. Moore Cllr Wright	Madeline Homer; Penny Button	The sub-group will meet for their first meeting on 10 March 2014 to consider the draft terms of reference attached as Annex 2 to the report. They will also need to elect a Chairman and agree a work programme.	
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; Madeline Homer	The group met on 27 January 2014. Members highlighted the need for additional resources to be allocated to the work of the Margate Museum. They agreed to support an application by Council to the Heritage Lottery Fund and then within six months' time; receive an officer report back to the task & finish group on whether the application had been successful or not and agree a way forward.	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 January 2014. They forwarded their recommendations to OSP. The Panel then adopted the recommendations to Cabinet as is reported elsewhere in the agenda.	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	Mark Seed; Sarah Martin	The Sub-Group met on 20 January 2014 and made recommendations to the OSP as is reported elsewhere in the agenda.	On going

Issue	Composition/ Members	Lead Officer	Comment	Status
	Cllr Nicholson Cllr D. Saunders Vacant (I) Vacant (UKIP)			
Presentations				
13/14 Presentations by Portfolio Holders and Corporate Services Managers	N/A	All Portfolio Holders and Corporate Services Managers		
Status to be determined				
Referral from Full Council - A petition on proposed changes to emergency services at the QEQM Hospital, Margate Accident & Emergency Department	TFG established to review issue and report back to Panel	Madeline Homer	TFG established to review issue and report back to Panel	A report with recommend ations would need to be forwarded to Full Council once a review of the issue has been undertaken by the Panel and its sub- group

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 Agree the draft terms of reference for the QEQM A&E Review Task and Finish Group which are attached as Annex 2 to the report.

6.0 Decision Making Process

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

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Reporting To:	Glenn Back, Democratic Services and Scrutiny Manager, Ext 7187

Annex List

Annex 1	TFGs/WPs report template for annual reports
Annex 2	QEQM A&E Review Task and Finish Group – Draft Terms of Reference

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