
REVIEW OF OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME FOR 2015/16

To: **Overview and Scrutiny Panel – 15 December 2015**

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 2015/16.**

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 Annual Panel meeting on 20 October 2015. The report also presents a new format for reporting on the work programme by providing additional information on the indicative work programme for 2015/16 to enable Members to appreciate the work load for the Panel.
- 1.2 Brief progress comments for each sub group are included in Table 2 of the report. Chairmen and other Members of the working parties could provide additional comments during the debate of this item at the Panel meeting.

Current Activities

2.0 Corporate Performance Review Working Party

- 2.1 The working party last met on 30 September 2015. The next meeting of the working party is being arranged for 8 February 2016 and at that meeting Members will receive a Quarter 3 performance monitoring report. Officers will also be able to share with Members an outline of the measures of success and Key Performance Indicators (KPIs) for the new Corporate Plan.

3.0 Community Safety Partnership Working Party

- 3.1 This sub-group met on 14 September and another meeting was scheduled to take place on 14 December 2015.

4.0 Electoral Registration Process Review Task & Finish Group

- 4.1 After the sub-group meeting on 8 October 2015, officer drafted a letter in November that was sent out to the Cabinet Officer requesting for resource support for improved voter registration in Thanet. Council was now awaiting a response from Government.

5.0 Calling-In of Cabinet Decisions

- 5.1 The Overview & Scrutiny Panel Chairman called in a Cabinet decision on Manston Airport and an extraordinary Panel meeting was held on 17 November to review the executive decision. After some considerable debate and at which meeting Members also listened to views from the public, agreed to take no further action to the Cabinet decision.
- 5.2 The meeting was advised that the Executive will be looking at the way forward that could include conducting another cycle of soft market testing for expressions of interest of CPO indemnity partner for a possible CPO of the airport.

6.0 Key Agenda Items for Future Overview & Scrutiny Panel Meetings

- 6.1 Table 1 highlights some of the key agenda items for future Overview & Scrutiny Panel meetings for 2015/16. The items are sourced from the Forward Plan, whilst others are standing items or would have been requested by Panel or non-Panel Members. Table 2 reports on progress to date on the activities of all the sub groups set up by the Panel in 2015/16.
- 6.2 Terms of reference of each of the current sub groups are set out at the end of the report for ease of reference by Members during Panel debates.

7.0 The Sub Group Activities and Watching Briefs Report Updates Table 2

- 7.1 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.
 - Watching briefs** – possible additions to the work programme. The Panel will need to decide whether to undertake work on them, and if so, how the work will be organised in the light of progress towards policy development of the issue by the decision make.

Table 1 – Current OSP Work Programme for 2015/16

Overview & Scrutiny Panel Meeting Date	Indicative Agenda Items	Issue Source
15 December 2015	Cabinet Member Presentation by Councillor Brimm, Portfolio Holder for Operational Services	Invited by OSP Chairman
	Selective Licensing in Cliftonville West and Margate Central	Forward Plan
	Review of Overview & Scrutiny Panel Work Programme	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

26 January 2016 (extra meeting)	Budget and Medium Financial Plan 2016-2020	Budget & Policy Framework - Forward Plan
09 February 2016	Cabinet Member Presentation Council Tax 2016/17	Standing Agenda Item Budget & Policy Framework - Forward Plan
	Review of Overview & Scrutiny Panel Work Programme	Standing Agenda Item - OSP terms of reference
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
26 April 2016	Cabinet Member Presentation	
	Review of Overview & Scrutiny Panel Work Programme	Standing Agenda Item – OSP terms of reference
	OSP Annual Report to Council 2015-16	Standing Agenda Item - OSP terms of reference
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
24 May 2016	Establishing 2016-17 OSP Work Programme	Standing Agenda Item - OSP terms of reference
	Agree draft terms of reference of each of the newly established sub committees	OSP terms of reference
	Agreeing Membership for the sub committees	OSP terms of reference
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

Table 2 – Current Sub-Group Progress and Watching Briefs Updates for 2015/16

Sub Group/Issue	Composition/ Members	Lead Officer	Comment on Progress	Status
Date of Establishment 01.10.09 Community Safety Partnership Working Party	Cllr Elenor (Chairman) Cllr Bambridge Cllr Campbell Cllr Curran Cllr Dixon Cllr Falcon	Martyn Cassell;	The group will be meeting on 14 December to receive a progress update on crime statistics in Thanet and 'Engaging with Partners and the Community.' Another meeting has also been arranged for 1 February 2016 to review the proposed Community Safety Partnership Plan for 2016/17	On going

Sub Group/Issue	Composition/ Members	Lead Officer	Comment on Progress	Status
Date of Establishment: 28.05.08 Corporate Performance Review Working Party	Cllr G. Coleman-Cooke (Chairman) Cllr Bambridge Cllr Campbell Cllr Connor Cllr Curran Cllr Denis Vacant (UKIP seat)	Tim Willis; Nicola Walker	The sub-group last met on 14 September 2015. The next meeting for the sub-group is on 8 February 2016 when the Members will receive TDC corporate performance reports for Q3. They will also receive performance reports from EK Services, EKHR and EK Housing.	On going
Date of Establishment: 29.05.12 Electoral Registration Process Review Task & Finish Group	Cllr K. Gregory (Chairman) Cllr Campbell Cllr G. Coleman-Cooke Cllr Connor Cllr Falcon Cllr Game	Cliff Robinsons; Lyn Davey	The sub-group met on 8 October 2015 and assigned officer the task to draft a letter to Cabinet Office seeking resource support to improve voter registration in Thanet.	On going
Presentations				
2015/16 Presentations by Portfolio Holders and Directors of Services	N/A	All Portfolio Holders and Directors		
Watching Brief Items				
05 December 2013: Full Council Referral of a Petition to OSP - QEQM Hospital A&E	OSP	Penny Button	OSP made recommended that the response from the Chairman of the KCC Health Overview & Scrutiny Committee be forwarded to Full Council on 15 October 2015. The Panel also agreed to keep a watchful brief to monitor the progress by EKHUFT towards developing the new clinical strategy for the region whilst maintaining a special interest on its implications for Thanet District.	OSP keeping a watching brief on the issue

Sub Group/Issue	Composition/ Members	Lead Officer	Comment on Progress	Status
Proposed review of the Winter Gardens as a major events venue	OSP	Head of Economic Development & Asset Management	On 18 August 2015, Panel Members agreed to maintain a watching brief on the issue and to await the completion of the current tenancy agreements review being conducted by the Executive.	OSP keeping a watching brief on the issue

8.0 Corporate Implications

8.1 Financial

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

8.2 Legal

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

8.3 Corporate

8.3.1 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.

8.3.2 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.

8.4 Equalities

8.4.1 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.

9.0 Recommendation

9.1 Members are asked to note the report.

10.0 Decision Making Process

10.1 Any decisions on the work programme can be taken by the Overview & Scrutiny Panel and where appropriate recommendations and report backs are made to other appropriate decision making bodies of Council.

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Annex List

None	N/A
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Background Papers

Title	Details of where to access copy
None	None

Corporate Consultation Undertaken

Finance	Nicola Walker, Interim Head of Financial Services
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

Additional Notes: Terms of Reference of the OSP Sub Groups

All sub groups are required to report back regularly to the Panel

Community Safety Partnership Working Party

1. Safeguarding people vulnerable to committing or being a victim of crime;
2. Reducing Re-offending;
3. Tackling the drivers of crime and Anti-Social Behaviour;
4. Engaging with partners and the community.

Corporate Performance Review Working Party

1. To monitor half-yearly, the performance of the shared services or outsourced arrangements against set targets and conduct annual review of agreements for these arrangements to ensure value for money and savings; and propose action points for improvement;
2. To monitor the performance of the Medium Term Financial Plan;
3. To evaluate major projects Council is involved in;
4. To review the 2015-19 Corporate Plan to determine progress;
5. To review the strategies of Council to overcome the impact of lack of income and other revenue shortfalls in forward budget, debt management strategies and provision of services to residents;
6. To review the Council's progress against the Peer Review Improvement Plan.

Electoral Registration Process Review Task & Finish Group

1. To review the implementation of Individual Electoral Registration;
2. To review the annual Canvass for 2014/15 in order to inform the electoral registration process for 2015/16;
3. Receive the findings of the internal review regarding printing and postal votes arrangements for the May 2015 Elections;
4. To contribute ideas for consideration by the Council's Electoral Registration Officer (through the Overview & Scrutiny Panel) on options for increasing public awareness of, and participation in, voter registration.