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

To: **Overview and Scrutiny Panel – 09 February 2016**

Main Portfolio Area: **All Portfolios**

By: **Senior Democratic Services Officer**

Classification: **Unrestricted**

Ward: **All**

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Summary: **This report reviews the Overview and Scrutiny Panel work programme for 2015/16.**

### **For Decision**

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#### **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 15 December 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 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 and the progress made by the Council in implementing the action plan for improved corporate performance as advised by the Peer Review report.

#### **3.0 Community Safety Partnership Working Party**

- 3.1 The sub-group met on 14 December 2015 and received performance monitoring reports on crime statistics in the district and the activities that had been undertaken by the partnership in engaging with the community. Of particular note was the comment by Chief Inspector Sharon Adley that the rolling year statistics still showed a reduction in all crime reported – with good reductions in crime categories such as burglary dwelling.
- 3.2 The meeting was also advised that Thanet currently had a police officer and a PCSO who specifically focus on domestic abuse and work closely with our partner agencies

to reduce repeat victims and repeat offending. The Partnership had received £33,116 from the Police and Crime Commissioner and part of that fund was being used to buy up advert spaces in local newspapers to put out good messages about the CSP's achievements.

#### 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 Key Agenda Items for Future Overview & Scrutiny Panel Meetings

5.1 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.

5.2 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.

#### 6.0 The Sub Group Activities and Watching Briefs Report Updates Table 2

6.1 The table is sub-divided in order to illustrate the suggested nature of the work involved:

- a) **Standing Working Party /Task & Finish Group** – a formal sub-committee which will report its findings back to the Panel for recommendation onto the executive.
- b) **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.
- c) **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
<b>26 January 2016 (extra meeting)</b>	Budget and Medium Financial Plan 2016-2020	Budget & Policy Framework - Forward Plan
<b>09 February 2016</b>	Agreement of Community Safety Partnership Plan for 2016-17	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

<b>26 April 2016</b>	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
<b>24 May 2016</b>	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**

<b>Sub Group/Issue</b>	<b>Composition/ Members</b>	<b>Lead Officer</b>	<b>Comment on Progress</b>	<b>Status</b>
<b>Date of Establishment</b> <b>01.10.09</b> Community Safety Partnership Working Party	Cllr Elenor (Chairman) Cllr Bambridge Cllr Campbell Cllr Curran Cllr Dixon Cllr Falcon	Martyn Cassell;	The group met 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
<b>Date of Establishment:</b> <b>28.05.08</b> 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

<b>Sub Group/Issue</b>	<b>Composition/ Members</b>	<b>Lead Officer</b>	<b>Comment on Progress</b>	<b>Status</b>
<b>Date of Establishment:</b> <b>29.05.12</b> 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
<b>Presentations</b>				
2015/16 Presentations by Portfolio Holders and Directors of Services	N/A	All Portfolio Holders and Directors		
<b>Watching Brief Items</b>				
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
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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Reporting To:	Nick Hughes, Committee Services Manager, Ext: 7208

### 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.