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

To: **Overview and Scrutiny Panel – 26 April 2016**

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 09 February 2016. 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 met on 8 February 2016 and received Quarter 3 performance monitoring reports from TDC, EK Services, EKHR and EK Housing. Officers also shared with Members an outline of the proposed 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.
- 2.2 The EK Services report highlighted the fact that staff had worked under significant pressure due to the implementation of the single system project that saw one platform set up for revenue and benefits for Thanet District Council, Dover District Council and Canterbury City Council. Universal Credit system had now been set up for the three partner councils.
- 2.3 Member suggested that the use of tablets and smart phones had increased exponentially and EK Services could consider creating website linkages on common areas across the partner authorities. In response officers said that they were exploring various web application options.

- 2.4 Members were advised that Council had produced a Position Statement in preparation for the follow-up Peer Review that was then conducted over two days on 25-26 February 2016. A Members Briefing was held to share the contents of the Statement with all councillors. A part of its corporate performance overview, the working party was now awaiting the Council's response to the feedback from the review.

3.0 Community Safety Partnership Working Party

- 3.1 The sub-group met on 1 February 2016 and received an update on crime statistics for the district as well as a monitoring report which summarised activities that had been undertaken by the partnership agencies in delivering the Community Safety Plan during 2015-16. Of particular note was the comment by Chief Inspector Sharon Adley that the rolling year statistics still showed a reduction in all crime reported, particularly in victim based crime; with good reductions in crime categories such as burglary dwelling.

- 3.2 Officers reviewed the reports and discussed a number of areas of activity that have taken place during this year. This included the work of the Margate Task Force which had now been collocated into the Community Safety Unit at the Council and localised fund for voluntary groups to bid into for small scale community safety initiatives. Discussions were also had around the national 'Prevent' agenda, and workshops that were being help to raise awareness of this and the 'Channel' process to support individuals who may be at risk of radicalisation.

Members also discussed proposals to develop a support hub for minority groups and reminded members of the Community Safety Fund that could be accessed by any local groups from any part of the district to support work they may be considering in this area.

- 3.3 In response to the officer report, Members observed that vulnerability to radicalisations was made worse because of increased levels of deprivation. They suggested that money spent on youth activities was money well spent as such initiatives were meant to work with the youth at an early age and help prevent radicalisation.
- 3.4 Members also reviewed the proposed Community Safety Plan for 2016-17 and acknowledged the proposed focus areas of: Reducing Reoffending, Safeguarding Vulnerable People and Community Confidence and agency Collaboration. Delivery groups would be reporting back in due course with additional actions and outcomes.

4.0 Electoral Registration Process Review Task & Finish Group

- 4.1 The sub group has not met since the last meeting of the Overview & Scrutiny Panel. After their last meeting in October last year, officers then drafted a letter in November that was sent out to the Cabinet Office requesting for resource support for improved voter registration in Thanet. Council has since received communication from the Cabinet Office indicating that a financial package had been agreed in principle and that Councils will be advised of the details in due course.
- 4.2 Members met again on 11 April 2016 and considered the following items on their agenda:
- a) Latest registration figures over the last 6 months;
 - b) Raising awareness/ take up of registration options;
 - c) Polling Districts;
 - d) End of year recommendations to the Overview & Scrutiny Panel.

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.

5.0 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
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	Penny Button; Jessica Bailey	The group met on 1 February 2016 to review the proposed Community Safety Partnership Plan for 2016/17 which they recommended for adoption to the Panel.	On going
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 Dennis Cllr Jay-Jones	Tim Willis; Nicola Walker	The sub-group last met on 8 February 2016 and received the TDC corporate performance reports for Q3. They also got an update on 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	Claire Hawken	The sub-group met on 8 11 April 2016 and received a report that showed that there was improved voter registration in the district. However there were some areas where low voter registration was prevalent and the Electoral Services Team was working strategies to improve the uptake of registration in those areas.	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 forwarded the response from the Chairman of the KCC Health Overview & Scrutiny Committee to Full Council on 15	OSP keeping a watching brief on the issue

Sub Group/Issue	Composition/ Members	Lead Officer	Comment on Progress	Status
			<p>October 2015 and Members noted the report.</p> <p>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.</p> <p>The cross-party QEQM Hospital Cabinet Advisory Group will have their first meeting on 21 April 2016 to agree their terms of reference and work programme.</p>	
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

7.0 Corporate Implications

7.1 Financial

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

7.2 Legal

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

7.3 Corporate

7.3.1 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.

7.3.2 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.

7.4 Equalities

7.4.1 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.

8.0 Recommendation(s)

8.1 Members are asked to note the report.

9.0 Decision Making Process

9.1 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.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext 7186
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.