

REVIEW OF OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME FOR 2016/17

Overview and Scrutiny Panel **16 August 2016**

Report Author	Senior Democratic Services Officer
Portfolio Holder	Councillor Crow-Brown, Cabinet Member for Corporate Governance
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Reasons for Key	N/A
<i>Previously Considered by</i>	None
Ward:	Thanet Wide

Executive Summary:

The purpose of this report is to update Panel Members on the progress regarding the work of the Panel, most of which is undertaken through three working parties. This report reviews the work programme for 2016/17.

Recommendation(s):

Members are recommended to:

1. Note the report;
2. Agree amendments to the Community Safety Partnership Working Party terms of reference as shown in Annex 1;
3. Agree amendments to the Corporate Performance Review Working Party terms of reference as shown in Annex 2
4. Agree to reduce the membership size of the working parties to seven (from the original eight) as suggested in paragraph 2.3 of the report.

CORPORATE IMPLICATIONS

Financial and Value for Money	There are no financial implications arising directly from this report.
Legal	There are no legal issues arising directly from this report.
Corporate	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.
Equalities Act	Members are reminded of the requirement, under the Public Sector

2010 & Public Sector Equality Duty	<p>Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p> <table border="1" data-bbox="432 577 1402 819"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td></tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td><td>✓</td></tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td><td></td></tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td><td>✓</td></tr> </table> <p>There no equity and equalities issues arising directly from this report 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. It should also be noted that a review to be conducted by one of the working parties focuses on protecting vulnerable individuals of the local community from violence.</p>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	✓	Advance equality of opportunity between people who share a protected characteristic and people who do not share it		Foster good relations between people who share a protected characteristic and people who do not share it.	✓
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CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	✓

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	✓

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 24 May 2016. The Panel reconstituted the Community Safety Partnership Working Party, Corporate Performance Review Working Party and Electoral Registration Process Review Working Party.
- 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.

2.0 Membership of the Working Parties

- 2.1 Political proportionality on the Overview & Scrutiny Panel was changed at Full Council on 14 July 2016 following a by-election to reflect the following:

UKIP	7
Conservative	5
Labour	1

Independent Group	1
Democratic Independent Group	0

- 2.2 Since there are now four political groups represented on the Panel, it might be worthwhile to review the membership of the working parties to reflect the above changes. Currently the sub groups have a membership size of eight.
- 2.3 It might be that the Panel could decide to reduce that number to seven as there is no more need to accommodate the fifth political group which no longer has representation on the Panel.

3.0 Community Safety Partnership Working Party

- 3.1 The sub-group met on 30 June 2016 and discussed the work programme for 2016. Members agreed that they would review a single issue at a time. This allows the sub group to focus and consider in detail a single but topical issue before moving on to another scrutiny matter. The work programme would then evolve throughout the year.
- 3.2 The working party made some amendments to their terms of reference and recommended these to the Overview & Scrutiny Panel. These are attached at Annex 1 to the report.
- 3.3 At the next meeting of the working party, Members would consider a sensitive matter on 'Sexual offence support available locally – rape crisis centres in Thanet/reasons for the low proportion of rape allegations that result in conviction in the Thanet area.'
- 3.4 They also identified further topics for consideration at the conclusion of the one mentioned above. These include the following:
1. Rough Sleeping – issues around homelessness and antisocial behaviour;
 2. Neighbourhood engagement meetings;
 3. Changes to antisocial behaviour legislation – public space protection orders;
 4. Littering and dog fouling – enforcement and proportionality of enforcement.

4.0 Corporate Performance Review Working Party

- 4.1 The working party met on 18 July 2016 and agreed amendments to their terms of reference as reflected in Annex 2 to the report. Members agreed that they would continue to consider quarterly performance reports for TDC, EK Services and EK Housing. They also asked for an officer report on the criteria that is used to define the Council's major projects.
- 4.2 Members agreed future meeting dates as follows:
- 23 August 2016;
22 November 2016;
16 February 2017;
May 2017 (to be confirmed).

5.0 Electoral Registration Process Review Working Party

- 5.1 The working party met on 07 July 2016 and agreed the terms of reference. They agreed to consider officer reports on the 'current process for increasing voter awareness, registration and participation in the electoral process' and 'an update on current voter registration statistics for the district by ward' at their next meeting.

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 2016/17. 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 2016/17.
- 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 discussions.

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:
- a) **Standing Working Party** – 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 dependent upon any changes in the status of these items.

Table 1 – Current OSP Work Programme for 2016/17

Overview & Scrutiny Panel Meeting Date	Indicative Agenda Items	Issue Source
16 August 2016	Cabinet Member Presentation - Cllr Stummer-Schmertzling, Regeneration and Enterprise Services Portfolio Holder	OSP requested presentation on the 'key objectives for the Regeneration and Enterprise Services Portfolio regarding Regeneration in Thanet District.
	Review of Overview & Scrutiny Panel Work Programme	Standing Agenda Item
	Agreement of Events Policy	Community Services item on the Forward Plan
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
25 October 2016	Cabinet Member Presentation	
	Review OSP Work Programme for 2016/17	Standing Agenda Item
	Economic Development Strategy	Community Services item on Forward Plan
	Publication of pre-submission draft Local Plan	Community Services item on the Forward Plan
	Fees & Charges 2017/18	Financial Services item on the Forward Plan
	Asset Management Plan	Financial Services item on the Forward Plan
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
13 December 2016	Cabinet Member Presentation	
	Review OSP Work Programme for 2016/17	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
26 January 2017	Budget and Medium Financial Plan 2017-2021	Financial Services item on the Forward Plan
	Review OSP Work Programme for 2016/17	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
14 February 2017	Cabinet Member Presentation	
	Review OSP Work Programme for 2016/17	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
25 April 2017	Cabinet Member Presentation	
	Review OSP Work Programme for 2016/17	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item
23 May 2017	Review OSP Work Programme for 2016/17	Standing Agenda Item
	Forward Plan & Exempt Cabinet Report List	Standing Agenda Item

Table 2 – Current Sub-Group Progress and Watching Briefs Updates for 2016/17				
Sub Group/Issue	Composition/ Members	Lead Officer	Comment on Progress	Status
Date of Establishment 01.10.09 Community Safety Partnership Working Party	Cllr Curran (Chairman) Cllr Campbell Cllr Dixon Cllr Falcon Cllr Hayton Cllr Martin Cllr M. Saunders	Penny Button; Jessica Bailey	The group met on 30 June 2016 and recommended changes to the terms of reference for the Panel to consider.	On going
Date of Establishment: 28.05.08 Corporate Performance Review Working Party	Cllr Campbell (Chairman) Cllr Connor Cllr Curran Cllr Dennis Cllr Dexter Cllr Jaye-Jones Vacant (Independent Group)*	Tim Willis	The working party met on 18 July 2016 and suggested amendments to the terms of reference as reported elsewhere in the report.	On going
Date of Establishment: 29.05.12 Electoral Registration Process Review Working Party	Cllr K. Gregory (Chairman) Cllr Campbell Cllr Connor Cllr Dawson Cllr Falcon Cllr Grove Cllr Jaye-Jones	Claire Hawken	The sub-group met on 07 July 2016 and agreed terms of reference and an initial work programme as reported elsewhere in the agenda.	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 October 2015 and Members noted the report. The Panel also agreed to keep a watchful brief to monitor the progress by EKHUFT towards developing the new clinical strategy for the region	OSP keeping a watching brief on the issue

Table 2 – Current Sub-Group Progress and Watching Briefs Updates for 2016/17				
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			<p>whilst maintaining a special interest on its implications for Thanet District.</p> <p>The cross-party QEQM Hospital Cabinet Advisory Group met for their first meeting on 21 April 2016 and agreed their terms of reference. They agreed to keep a watching brief until there were some developments at EKHUFT.</p>	
Proposed review of the Winter Gardens as a major events venue	OSP	Head of Economic Development & Asset Management	<p>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. Members may wish to note that an item on 'Asset Management Plan' is due to come to the Panel on 25 October and thereafter will be taken to Cabinet on 17 November 2016. A decision to adopt an Asset Management Plan will be taken at Cabinet.</p>	OSP keeping a watching brief on the issue

***NB:** The Independent Group has been unable to assign a member from their Group to the Corporate Performance Review Working Party.

Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext 7186
Reporting to:	Nick Hughes, Committee Services Manager, Ext: 7208

Annex List

Annex 1	Amended Community Safety Partnership WP Terms of Reference 2016/17
Annex 2	Amended Corporate Performance Review WP Terms of Reference 2016/17

Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	Matt Sanham, Financial Services Manager
Legal	Ciara Feeney, Head of Legal Services & Deputy Monitoring Officer

Community Safety Partnership Working Party Terms of Reference (*amendments to be confirmed by OSP*)

1. Reducing Re-offending;
2. Safeguarding our most vulnerable people;
3. Community Confidence and Agency Collaboration.

Corporate Performance Review Working Party Terms of Reference (*amendments to be confirmed by OSP*)

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 maintain an overview of the major projects Council is involved in, using the project management tool kit;
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 Corporate Improvement Plan produced and monitored by the Strategic Development Group.

Electoral Registration Process Review Working Party Terms of Reference

1. To review the annual Canvass for 2015/16 in order to inform the electoral registration process for 2016/17;
2. Receive the findings of any internal post-election review of the arrangements and administration of the May 2016 Police & Crime Commissioner Elections and the EU Referendum;
3. 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.