

# Health & Wellbeing Scrutiny Panel

Agenda  
Item:  
**A.4**

Meeting Date: 7 June 2018  
Portfolio: Cross-cutting  
Key Decision: No  
Within Policy and  
Budget Framework  
Private/Public Public

Title: Overview Report  
Report of: Policy & Communications Manager  
Report Number: OS.15/18

## Purpose / Summary:

This report provides an overview of matters related to the Scrutiny Panel's work. It also includes the latest version of the work programme.

## Recommendations:

Members are asked to:

- Note the items (within Panel remit) on the most recent Notice of Key Executive Decisions
- Review the resolutions and suggested items for the draft work programme

## Tracking

Executive:	Not applicable
Scrutiny:	Health & Wellbeing 7/6/18
Council:	Not applicable

## 1. Notice of Key Decisions

**1.1** The most recent Notice of Key Executive Decisions was published on 1 May 2018. This was circulated to all Members. The following items fall within the remit of this Panel:

*Items which have been included in the Panel's Work Programme:*

KD. 05/18 Food Law Enforcement Service Plan 2018/19 (circulated for information)

*Items which have not been included in the Panel's Work Programme:*

None

## 2. References from Executive

**2.1** None

## 3. Progress on resolutions from previous meetings

**3.1** The following table sets out the meeting date and resolution that requires following up. The status is presented as either 'completed', 'pending (date expected)' or 'outstanding'. An item is considered outstanding if no update or progress has been made after three panel meetings. All the completed actions will be removed from the list following the meeting. [WP is work programme]

Number	Meeting Date	Action	Status
1	22/02/2018	That the Cultural Strategy be removed from the current Work Programme and be included in the Panel's Work Programme for the new civic year	Pending (2018/19 WP)
2	22/02/2018	That a report be submitted to a future meeting of the Panel detailing the Terms of Reference for the new food and drink concession contract at the Arts Centre.	Pending (2018/19 WP)
3	11/01/2018	That an update on the introduction and impact of the Homelessness Reduction Act be submitted to the Panel in six months' time.	Pending (2018/19 WP)
4	31/08/2018	Sports Facilities Strategy to be reviewed	Pending (2018/19 WP)
5	20/07/2017	That the next Annual Equality Report include information on the number of agile working requests made to the City Council along with the number that were granted.	Pending (2018/19 WP)

## **4. Updates**

**4.1** The Green Spaces Task & Finish Group have completed the revisions to the draft strategy and it is on the agenda.

**4.2** The Scrutiny Chairs Group met on 9 April 2018 and discussed a 'draft special scrutiny panel protocol'. The group propose the following approach:

1. Following notification of a topic requiring scrutiny by more than one Panel, the Scrutiny Chairs Group will (either by meeting or email) decide which Panels should be included in the Special Meetings;
2. The Special Panels will be organised separately (by the Democratic Services team) to ensure that there is clarity on points raised, resolutions and minutes.
3. Ideally, the Special Panels will be held on the same day, (10:00am and 2:00pm) to accommodate attendees and presenters.
4. Presentations and reports will be tailored to meet the remits of each of the Panels. Once agreed, the resolutions will be added to each Panels' tracking table to monitor progress.

**4.3** The Scrutiny Chairs Group will meet on the following dates:

Thursday 2 August 2018 at 10.00am  
Thursday 8 November 2018 at 10.00am  
Thursday 24 January 2019 at 10.00am  
Thursday 11 April 2019 at **2.00pm**

## **5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES**

**5.1** Overview and scrutiny of the Carlisle Plan items that match the remit, contributing to ongoing policy development

**Contact Officer: Steven O'Keeffe**

**Ext: 7258**

**Appendices  
attached to report:**

**1. Suggested items for the Work Programme 2018/19**

**Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None**

**CORPORATE IMPLICATIONS:**

**LEGAL - None**

**FINANCE – None**

**EQUALITY – None**

**INFORMATION GOVERNANCE – None**

## Appendix: Suggested items for the Work Programme 2018/19

Date	Item	Lead Officer	Why?
07/06/2018	End of Year Performance Report	Gary Oliver/Steven O'Keeffe	Performance Management
	Green Spaces Strategy	Phil Gray	Policy Review/Development
12/07/2018	Annual Equality Report 2017/18 & Equality Action Plan 2018/19	Rebecca Tibbs/Steven O'Keeffe	Monitoring
	Impact of Homelessness Reduction Act	Tammie Rhodes	Policy Review/Development
23/08/2018	Performance Report	Gary Oliver/Steven O'Keeffe	Performance Management
04/10/2018	Emergency Planning	Steven O'Keeffe	Policy Review/Development
15/11/2018	Performance Report	Gary Oliver/Steven O'Keeffe	Performance Management
	Budget setting 2019/20	Steven Tickner/Alison Taylor	Budget
	Tullie House Business Plan	Gavin Capstick	Scrutiny of Partnership/External Agency
10/01/2019	Responses to Welfare Reform	Tammie Rhodes/Reg Bascombe	Monitoring
	Community Safety Partnership	Gavin Capstick	Scrutiny of Partnership/External Agency
	Interagency Homelessness Strategy for Carlisle 2015-20	Tammie Rhodes	Scrutiny of Partnership/External Agency
21/02/2019	Performance Report	Gary Oliver/Steven O'Keeffe	Performance Management
	Greenwich Leisure Ltd	Gavin Capstick	Scrutiny of Partnership/External Agency
04/04/2019	Scrutiny Annual Report	Steven O'Keeffe	N/A
TBC	Carlisle Partnership Plan	Emma Dixon	Scrutiny of Partnership/External Agency
TBC	Cultural Strategy	Darren Crossley/Gavin Capstick	Policy Review/Development
TBC	Sands Centre Redevelopment	Darren Crossley/Gavin Capstick	Key Decision Item/Referred from
TBC	OFS new food and drink concession	Gavin Capstick	Performance Management