

# Community Overview and Scrutiny Panel

Agenda  
Item:  
**A.6**

Meeting Date: 1 June 2017  
Portfolio: Cross Cutting  
Key Decision: No  
Within Policy and  
Budget Framework  
Public / Private Public

Title: OVERVIEW REPORT AND WORK PROGRAMME  
Report of: Overview and Scrutiny Officer  
Report Number: OS 12/17

## Summary:

This report provides an overview of matters related to the Community O&S 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
- Note and/or amend the Panel's work programme

Contact Officer: Dave Taylor

Ext: 0781 785 8167

Appendices attached  
to report:

1. Community O&S Panel Work Programme 2017/18

## 1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 5<sup>th</sup> May 2017. 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:*

None.

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

KD.05/17 Food Law Enforcement Service Plan 2017/18

## 2. References from the Executive

There are no references from the Executive 8<sup>th</sup> May 2017.

## 3. Work Programme

The Panel's current work programme is attached at **Appendix 1**. At present, this comprises mostly items for this meeting and the next one on 20<sup>th</sup> July.

Following the circulation of a written answer about the financial data for the Old Fire Station, the Panel is asked to take a view as to whether it wants to request a full written report on this matter to their next meeting on 20<sup>th</sup> July.

It is proposed that Directors and Portfolio Holders be invited to the next meeting of the Panel, on 20<sup>th</sup> July to aid the Panel in defining their work programme for the year. Some possible areas of focus in the work programme will be included in the Overview Report for that meeting. As ever, it is important to stress that Scrutiny is a Member-led function and that the work programme items are chosen by Members themselves.

A request has been received from a member of the public, via the Chief Executive, that this Panel consider conducting a review into "Affordable Ways of Improving Provision of Public Toilets in the City". The Panel can consider this alongside other ideas at its 20<sup>th</sup> July meeting.

## 4. Training

As Members will be aware from the Scrutiny Annual Report, there is to be a renewed focus on effective member-led and policy focussed scrutiny this civic year. To assist with this, two training sessions are to be provided by Tim Young from the LGiU – Tim provided some very well-received scrutiny training here earlier this year and will return to provide these two sessions on **Tuesday 27<sup>th</sup> June 2017**. Members should contact Linda Mattinson to book themselves on either (or both) of these sessions.

## **BEING AN EFFECTIVE OVERVIEW AND SCRUTINY CHAIR**

This workshop is aimed at being a refresher course for existing Chairs and Vice Chairs of Overview & Scrutiny Panels but will also be open to other Overview & Scrutiny Members who are interested in these skills.

The course will cover the practical aspects of chairing a panel along with key skills, approaches and tactics to help ensure that your panel is effective and engaged

Time: 27/06/17: 2.00pm to 5.00pm Venue: Committee Room B/C

Trainer: Tim Young, LGiU Associate

## **BEING AN EFFECTIVE 'CRITICAL FRIEND' – IMPROVING YOUR QUESTIONING SKILLS**

As we know, scrutiny is all about robust and confident questioning – this session will help scrutiny Members enhance their questioning skills.

It will cover preparing for questioning, different strategies for questioning and a real world exercise to help develop your skills.

Time: 27/06/17: 5.30pm to 8.30pm Venue: Committee Room B/C

Trainer: Tim Young, LGiU Associate

NB. A buffet will be provided at 5.00 pm for all those attending either session.

**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**

## Appendix 1 – Community Overview and Scrutiny Panel Work Programme

Issue  Contact Officer	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management key Decisions	Item/Referred from Executive Policy	Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		01	20	31	12	23	11	22	29
								Jun	Jul	Aug	Oct	Nov	Jan	Feb	Mar
<b>CURRENT MEETING – 1 June 2017</b>															
<b>Performance Monitoring Reports</b> Gary Oliver	✓						Reporting of performance relevant to remit of Panel	✓		✓		✓		✓	
<b>Customer Services</b> Jill Gillespie	✓						Performance of the new website / coping with the flood / future of CRM and customer services (smarter services)	✓							
<b>Rough Sleeping and Begging</b> Tammie Rhodes					✓		Report requested by Panel to consider the “apparent increase in rough sleeping and begging in the City Centre”	✓							

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Contact Officer																
<b>Police and Crime Panel</b> Cllr Bowditch						✓		As a Member of the Panel, Cllr Bowditch to provide an update on the recent work of the Cumbria Police and Crime Panel	✓							
<b>CDRP</b> Gavin Capstick						✓		Community Safety Partnership Plan	✓							
<b>TASK AND FINISH GROUPS / WORKSHOPS</b>																
<b>Youth</b>								Member-led initial work ongoing								
<b>FUTURE ITEMS</b>																
<b>Housing Strategy</b> Jeremy Hewitson			✓					To consider the new Housing Strategy			TBC					
<b>New Leisure contract procurement</b> Gavin Capstick								Update of procurement process.			TBC					



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Contact Officer																
<b>INFORMATION ONLY ITEMS</b>																
<b>Details</b>									<b>Date Circulated</b>							

