

# Environment & Economy Overview and Scrutiny Panel

Agenda  
Item:  
**A.2**

Meeting Date: 27 October 2016  
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 22/16

## Summary:

This report provides an overview of matters related to the Environment and Economy O&S Panel's work. It also includes the latest version of the work programme.

## Recommendations:

Members are asked to:

- Note the item (within Panel remit) on the most recent Notice of Key Executive Decisions
- Note and/or amend the Panel's work programme
- Note that a performance data quality check is being carried out
- Consider and comment on the possible changes to new Panel remits

**Contact Officer:** Sarah Mason **Ext:** 7053

**Appendices attached to report:**

1. Environment & Economy O&S Panel Work Programme 2016/17
2. Proposal for new Panel remits
3. Current Panel remits
4. Proposed changed remit structure

## 1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 23 September 2016.

This was circulated to all Members. The following item falls within the remit of this Panel:

### **KD.21/16 Budget Process 2017/18**

The Executive will be asked to consider strategic financial issues arising from the budget setting process. This will be considered by this Panel on 01 December.

A further Notice is due to be published on 21 October.

## **2. References from the Executive**

There are no references from Executive 26 September meeting.

There is a further meeting of the Executive on 24 October.

## **3. Work Programme**

The Panel's current work programme is attached at Appendix 1. Members are asked to note and/or amend the Panel's work programme and in particular consider the framework for the next meeting.

The following items are scheduled for the next meeting on 01 December 2016:

- Budget proposals for 2016/17
- Environment Agency / County Council flood update
- NW Coast Connections Project – consultation
- Performance Monitoring report

## **4. Performance Data Quality**

Members of the Panel will be aware that inaccurate data was provided for recycling performance in the last (Quarter 1) Performance Monitoring report. The 2015/16 overall recycling figure quoted was reported inaccurately high.

A data quality check is currently being carried out. Any observations arising from this investigation will be shared with the Panel.

## **5. Proposed new Panel remits**

Scrutiny Chairs have recently discussed the possibility of changing the current panel remit structure, to better align with the Council priorities, current challenges faced by the Council and to address current Scrutiny best practice.

At the most recent meeting of Scrutiny Chairs (21 September) it was resolved that the proposals for three new Overview and Scrutiny Panels (aligned with the new Senior Management Team structure and Council priorities) be considered by each of the Political Groups with feedback being submitted to the Scrutiny Chairs Group at their next meeting on 11 November.

The Chair of Environment and Economy Overview & Scrutiny Panel has requested that the views of this Panel are sought.

The details of the proposals and rationale for the changes are contained in Appendix 2.

**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**



# ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2016/17

## Appendix 1

Issue	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring		30 Jun 16	28 Jul 16	15 Sep 16	27 Oct 16	1 Dec 16	19 Jan 17	2 Mar 17	20 Apr 17
Contact Officer														
<b>FUTURE ITEMS</b>														
<b>Local Enterprise Partnership</b> Jane Meek			✓			Focus on skills development and update on Growth 3 bid (Graham Haywood - LEP)						✓		
<b>Local Development Scheme</b> Jane Meek						Programme for preparing planning policies over the next three years (including Community Infrastructure Levy)							✓	
<b>Budget</b> Alison Taylor		✓	✓			To consider budget proposals for 2016/17					✓			
<b>Business Support Task and Finish Group</b> Garry Legg						Review progress of recommendations made by the T&F group						✓		

# ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2016/17

## Appendix 1

Issue	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring		30 Jun 16	28 Jul 16	15 Sep 16	27 Oct 16	1 Dec 16	19 Jan 17	2 Mar 17	20 Apr 17
<b>Flood Update Report</b> Darren Crossley				✓	✓	<ul style="list-style-type: none"> <li>01 Dec: Environment Agency / County Council update</li> <li>Future report on options for Civic Centre basement and ground floor and details of the Flood Ready Plan</li> </ul>	✓	✓	✓		✓			
<b>Business Plan development for Carlisle Parks</b> Phil Gray	✓					Progress of Talkin Tarn Business Plan and emerging Business Plan development of other Parks (Bits Park and Hammonds Pond)			✓				✓	
<b>Performance Monitoring Reports</b> Gary Oliver	✓					Monitoring of performance relevant to the remit of Panel	✓		✓		✓		✓	
<b>Tourist Information Centre</b> Gavin Capstick					✓	Update on business plan development and performance monitoring of the TIC						✓		
<b>Tourism Draft Plan</b> Jane Meek						Development of strategic plan to promote tourism						✓		

# ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2016/17

## Appendix 1

Issue	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring		30 Jun 16	28 Jul 16	15 Sep 16	27 Oct 16	1 Dec 16	19 Jan 17	2 Mar 17	20 Apr 17
<b>Nuclear New Builds</b> Jane Meek														
<b>NW Coast Connections Project</b> Jane Meek						Consultation on detailed proposal.				✓				
<b>Carlisle South Masterplan</b> Garry Legg													✓	
<b>Economic Strategy</b> Jane Meek												✓		
COMPLETED ITEMS														
<b>Discretionary Rate Relief Policy</b> Peter Mason		✓				Consultation regarding discretionary rate relief for difficult to let commercial properties	✓							
<b>Local Enforcement Plan</b> Chris Hardman		✓				To consider the updated Local Enforcement Plan		✓						

# ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2016/17

## Appendix 1

Issue	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring		30 Jun 16	28 Jul 16	15 Sep 16	27 Oct 16	1 Dec 16	19 Jan 17	2 Mar 17	20 Apr 17
Local Plan Jane Meek						Adoption of the Local Plan, and programme for preparing planning policies over the next three years.			✓					

# Appendix 2

## Potential new remits for O&S Panels

### **1. Request to review the Panel remits**

Scrutiny Chairs Group on 14 July discussed the Panel remits.

Concerns were raised that some of the Panel remit areas, in particular housing, as set out in the Leader's Scheme of Delegation had moved following the restructure of the Council.

At that meeting it was resolved that the remit areas of the Panel in relation to the Leader's Scheme of Delegation be reviewed by the Scrutiny Support Officer and Democratic Services Officer and brought back to the next meeting of the Scrutiny Chairs Group.

The following proposal details two options for transformed Panel remits.

### **2. The current Panel remits and rationale for change**

Members will be familiar with the current Panel remits, as listed in Appendix 3. These have essentially changed very little since being set up in 2001, following the move from the original Committee System. In recent years there have been substantial changes in terms of the Council priorities moving from 'Green and Clean and Safer' to Economic Growth and Health and Wellbeing, and the Senior Management Team (SMT) structure (reducing from 7 to 4). The Council is now considerably smaller and has lost high profile services such as Highways Claim Rights. Much work still needs to be done to transform services using new technology and on much reduced financial resources. The Council is also committed to partnership working in the key priority areas.

Best practice in Overview and Scrutiny (Centre for Public Scrutiny) advocates the following:

- ✓ Prioritisation in what comes to Scrutiny (quality rather than quantity)
- ✓ Greater involvement in the Council's biggest challenges and priorities
- ✓ Greater scrutiny of critical issues
- ✓ Be more outcome focussed

This paper addresses best practice as well as addressing the new priorities and challenges the Council faces.

### **3. Proposed new Overview and Scrutiny Panels**

As well as the new SMT structure of Corporate Support and Resources, Community Services, Economic Development, and Governance and Regulatory Services, the Chief Executive is working up proposals to introduce four cross-cutting thematic groups, chaired by an SMT member. The proposal in this report is to align Overview and Scrutiny remits with this new cross-cutting approach and hence with the Council priorities and current areas of Council focus. The O&S remits could mirror the proposed new subgroups of SMT, which are being set up to address operational management and co-ordination of corporate, cross departmental activity.



The proposal is for the four SMT sub-groups to be:

- Health and Wellbeing
- Economic Growth
- Business Management & Development
- Transformation Plans

Two possible options for O&S Panels are given below:

**Option 1 This is the Scrutiny Chairs Group preferred option**

The proposal put forward is to transform the O&S Panels, with new names and aligned remit areas broadly in line with the new SMT thematic groups. This would allow greater focus of Scrutiny on the Council’s priorities and support policy development on cross-cutting issues.

Below shows a summary of the possible remits of these Panels, with separate Panels for Economic Growth and Health & Wellbeing and a joint Panel for Business Management and Transformation Plans. For further detail see Appendix 4.

Economic Growth Scrutiny Panel	Health and Wellbeing Scrutiny Panel	Business and Transformation Scrutiny Panel
Planning	Healthy City steering group	Enhanced governance
Redevelopment	Community Safety	Commercial strategy
Housing delivery	Leisure and Culture	Renewed Asset Business Plans
Promoting Carlisle	Housing support and advice	Income generation
Carlisle Economic Partnership	Environmental Health	Potential new ventures
Tourism	Community cohesion and engagement	Strategic finance
Infrastructure development	Emergency planning	Budget development and management
Business support		Financial monitoring and performance management
Inward development		Corporate planning
External liaison with education and skills providers		Performance management
		Corporate Risk management
		Organisation development
		Smarter service delivery
		Service delivery innovation activities

**Option 2** The option here is to have two new larger Panels (up to 13 Members in each). This could then allow for more Scrutiny Review work (policy development and in-depth investigation of issues)

<b>Economy, Health and Wellbeing Scrutiny Panel</b>
Healthy City steering group
Community Safety
Leisure and Culture
Housing support and advice
Environmental Health
Community cohesion and engagement
Emergency planning
Planning
Redevelopment
Housing delivery
Promoting Carlisle
Carlisle Economic Partnership
Tourism
Infrastructure development
Business support
Inward development
External liaison with education and skills providers

<b>Business and Transformation Scrutiny Panel</b>
Enhanced governance
Commercial strategy
Renewed Asset Business Plans
Income generation
Strategic finance
Budget development and management
Financial monitoring and performance management
Corporate planning
Performance management
Corporate Risk management
Organisation development
Smarter services delivery
Service delivery innovation activities

#### 4. Potential benefits

In addition to a rejuvenated scrutiny process, the potential new remits would allow

- Greater involvement in the Council’s *biggest challenges and priorities*
- More in-depth scrutiny of *critical issues*
- Focussed work programmes – *prioritisation on what’s important*
- Cross-cutting themes will allow for a fresh, more independent view
- Increased Member involvement in *policy review and development*
- More *outcome focussed performance management* and greater responsibility for assessing the Council's performance
- Aligned remits with the new cross-cutting thematic Officer Board structure will produce economy in terms of senior officer involvement ie. one Director per Panel
- Greater clarity of remit areas eg. housing.

This better reflects Scrutiny best practice.

#### 5. Timetable

Consultation with Members

Draft report to current three O&S Panels

Report to Executive and Council, requiring change to Council Constitution.

Suggested start date for changes new Civic year 2017-18

## 6. Alignment to Portfolio Holder areas to be determined

Possible alignments according to current Portfolio Holder structure:

Culture, Heritage & Leisure Portfolio	<ul style="list-style-type: none"><li>•Economic Growth Scrutiny Panel</li><li>•Health and Wellbeing Scrutiny Panel</li></ul>
Communities, Health & Wellbeing Portfolio	<ul style="list-style-type: none"><li>•Health and Wellbeing Scrutiny Panel</li><li>•Economic Growth Scrutiny Panel</li></ul>
Economy, Enterprise & Housing Portfolio	<ul style="list-style-type: none"><li>•Economic Growth Scrutiny Panel</li><li>•Health and Wellbeing Scrutiny Panel</li></ul>
Environment & Transport Portfolio	<ul style="list-style-type: none"><li>•Health and Wellbeing Scrutiny Panel</li><li>•Economic Growth Scrutiny Panel</li></ul>
Finance, Governance & Resources Portfolio	<ul style="list-style-type: none"><li>•Business and Transformation Scrutiny Panel</li></ul>
Leader's Portfolio	<ul style="list-style-type: none"><li>•All Scrutiny Panels</li></ul>

The Leader's current Scheme of Delegation contains additional areas that would require alignment to the new Panels.

## 7. Going forward

In summary this note covers the rationale for making changes to the current O&S Panel remits and details possible options for new remits.

Scrutiny Chairs' views and observations on the proposals set out in the briefing note are welcomed.

Sarah Mason  
Overview & Scrutiny Officer

### Appendix 3 Current Panel remits

Environment and Economy	Resources	Community
Events	Carlisle Partnership – Including Community Plan	Children's and Young People's Agenda/Partnership
Car Parking	Civic Relationships	Schools Engagement
Dog Wardens	Council Communication	Young People's Activities
Environment Agenda	Emergency Planning	Youth Council Links
Environmental Protection	Mayoral/Civic	Allotments
Green Spaces	Overall Strategy/Policy	Bereavement Services
Highways Maintenance	Press and Public Relations	CCTV
Highways Partnership	Strategic Partnerships	Crematoria
Land Drainage	Sub Regional/Regional/National Relationships	Food Standards
Movement Strategy	Town Twinning	Health and Safety (External)
Pest Control	Accountancy and Strategic Finance	Parks
Recycling	Asset Management Plan	Play Areas (Development)
Refuse Collection	Best Value	Private Sector Housing including enforcement
Relationships with Environment Agency/DEFRA	Budget Framework	Public Conveniences
Street Cleaning	Building Maintenance and Support Services	Public Health Complaints
Street Lighting	Capital Strategy	Empty Property Schemes
Streetscene	Corporate Management	Homelessness/Hostels/Homeless Prevention
Waste Management	Corporate Planning	Housing Client and Enabling
Building Control	Corporate Plan and Performance Management	Housing Conditions
Business Support and Sector Development	Corporate Support Services	Housing Management
City Centre Management	Data Protection	Housing Partnerships
Conservation	Data Security	Housing Strategy and Support
Development Control	Democratic Services	Rural/Urban Policy
Economic Development and Strategy	Freedom of Information	Supported Housing Services
Enterprise Centre	Health and Safety (staff)	Advice Agencies
External Funding	Human Resources	CDRP (safer Communities)
Inward Investment	Income Management	Community Centres/Associations
Local Plans	ICT	Community Consultation
Planning Policies	Insurance	Community Development
Private Sector relationships inc Cumbria Chamber	Internal Audit	Community Participation and Volunteering
Strategic Transport and Infrastructure	Investment Strategy	Community Safety/Crime & Disorder

Historic Carlisle	Land Charges	Consultation Strategy
Tourism Action Plan	Legal Services	Crime and Disorder
Tourism Management and Development	Licensing and Regulatory	Customer Contact Services
	Medium Term Financial Plan	Disabled Access
	Member Services	Disabled Facilities Grants
	Organisation Development (Staff and Members)	Equality and Diversity Policy
	Payments	Health Improvement
	Payroll	Health/Wellbeing Partnerships
	Policy and Performance Management	Neighbourhoods and Rural Support
	Procurement	Play Areas (operational)
	Property/Estates and Facilities Management	Shopmobility
	Property (strategic)	Culture and Arts development
	RIPA	Cultural Strategy
	Revenues and Benefits	Fair Trade
	Risk Management	Grants for Leisure
	Service Standards	Sport and Leisure
	Shared Services Monitoring	Tullie House Trust
	Sundry Debtors	
	Transformation programme	
	Treasury Management	
	Treasury Management Strategy Statement	
	Workforce Development Strategies	
	Property (Strategic)	
	Cash Collection	
	Corporate Complaints	

## Appendix 2 Potential new remits

### Economic Growth

Planning Policy

Regeneration Projects  
Infrastructure Development

### Health and Wellbeing

Public Health Alliance

Health and Wellbeing Board  
Healthy City Steering Group

### Business Management and Development

Enhanced Governance

Refined Scheme of Delegation  
Reformed Constitution

### Transformation Plans

#### Combine these two areas

Organisation Development –  
Culture, Competencies and Skill  
Development  
Systems and Process Training  
Technology Training

Housing Delivery (market, starter, affordable)	Carlisle and Eden CSP	Commercial Strategy	Customer Training
Business Support Services	Community Safety	Renewed Asset Business Plans	Data Management and Information Training
Inward Investment	Leisure and Cultural Partnerships/Contracts inc Green Spaces	Income Generation from Existing Services	Performance Management Framework and Reporting Standards, Systems etc
Promoting the Place – Carlisle Story	Housing Support and Advice (not delivery)	Potential New Ventures	Data Capture and Ownership
External Liaison with Education and Skills Providers	Environmental Health	Medium Term Financial Plans/Strategic Financial Planning Group	IT Systems Development
LEP	Community Cohesion, Engagement and Communication	Budget Development and Management	Smarter Services Delivery
Carlisle Economic Partnerships	Emergency Planning	Financial Monitoring and Performance Management	Web, Phone, Face 2 Face Customers Service Development
Tourism Developments	Carlisle Partnership – Including Community Plan	Efficiency Plans	Corporate Reporting/Systems Development/Open Data and Public Communication
Events*	Children’s and Young People’s Agenda/Partnership	Corporate Planning Development – Corporate Plan. Service Planning	Salesforce Roadmap Delivery
Sub Regional/Regional/National Relationships *	Civic Relationships	Performance Management Reporting (inc finance)	Implementation of wider D&IS Strategy – Cloud Migration, Microsoft Delivery etc
Town Twinning	Council Communication	Reports for Members/Public etc	Agile Working Plans/Handhelds etc
Property (Strategic)	Emergency Planning	Mayoral/Civic	Service Delivery Innovation Activities
Relationships with Environment Agencies/DEFRA	Events*	Overall Strategy/Policy	Data Security
Building Control	Schools Engagement	Press and Public Relations	Human Resources
Business Support and Sector Development	Strategic Partnerships	Accountancy and Strategic Finance	ICT
Conservation	Young People’s Activities	Asset Management Plan	Organisational Development (Staff and Members)
Development Control	Youth Council Links	Best Value*	Transformation Programme
Economic Development and	Allotments	Budget Framework	Workforce Development

Strategy  
Empty Property Schemes\*  
Enterprise Centre  
External Funding  
Housing Partnerships\*

Housing Strategy and Support\*  
Inward Investment  
Local Plans  
Planning Policies  
Private Sector relationships in  
Cumbria Chamber  
Property (Strategic)  
Rural/Urban Policy  
Strategic Transport and  
Infrastructure  
Historic Carlisle

Tourism Action Plan  
Tourism Management and  
Development

Bereavement Services  
CCTV  
Crematoria  
Dog Wardens

Environment Agenda  
Environmental Protection  
Food Standards  
Greenspaces  
Health and Safety (External)

Parks  
Pest Control  
Play Areas (Development)

Private Sector Housing including  
Enforcement  
Public Conveniences  
Public Health Complaints

Homeless/Hostels/Homeless  
Prevention  
Housing Conditions  
Housing Management  
Advice Agencies  
CDRP (Safer Communities)

Community Centres/Associations  
Community Consultation  
Community Development  
Community Participation and  
Volunteering  
Community Safety/Crime and  
Disorder  
Crime and Disorder  
Disabled Access  
Disabled Facilities Grants

Capital Strategy  
Corporate Management  
Corporate Planning  
Corporate Plan and Performance  
Management  
Data Protection  
Democratic Services  
Freedom of Information  
Health and Safety (Staff)  
Income Management

Insurance  
Internal Audit  
Investment Strategy

Land Charges

Legal Services  
Licensing and Regulatory

Medium Term Financial Plan

Member Services  
Payments  
Payroll  
Policy and Performance  
Management  
Procurement  
RIPA  
Risk Management  
Service Standards

Shared Service Monitoring

Sundry Debtors  
Treasury Management  
Treasury Management Strategy

Strategies  
Customer Contact Services

Health Improvement  
Health/Wellbeing Partnerships  
Neighbourhoods and Rural  
Support  
Play Areas (Operational)  
Shopmobility  
Culture and Arts Development  
Cultural Strategy  
Sport and Leisure  
Tullie House Trust

Statement  
Cash Collection  
Consultation Strategy  
Corporate Complaints  
Equality and Diversity Policy