

Community Overview and Scrutiny Panel

Agenda
Item:
A.8

Meeting Date: 24 November 2016
Portfolio: Cross Cutting
Key Decision: No
Within Policy and
Budget Framework
Public / Private Public

Title: OVERVIEW REPORT AND WORK PROGRAMME
Report of: Policy and Communications Manager
Report Number: OS.23/16

Summary:

This report provides an overview of matters related to the CommunityO&SPanel'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
- Consider and comment on the possible changes to new Panel remits

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**Appendices attached
to report:**

1. Community 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 21 October 2016. This was circulated to all Members. The following items fall into the remit of this Panel:

KD.20/16 Tullie House Business Plan

The Executive will be asked to consider the Tullie House Business Plan. It will be referred to this Panel for consideration prior to making recommendations to Council.

This is on the agenda for consideration by the 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 is on the agenda for consideration by the Panel.

2. References from the Executive

There are no references from the Executive 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 currently scheduled for the next meeting on 12 January 2017:

- Riverside Annual Report

4. 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.

The Scrutiny Chairs Group resolved at their meeting on 21 September 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.

The Chair of Community 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

Appendix 1 – Community Overview and Scrutiny Panel Work Programme

Issue	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		9 Jun 16	21 Jul 16	1 Sep 16	13 Oct 16	24 Nov 16	12 Jan 17	16 Feb 17	6 Apr 17
Contact Officer															
CURRENT MEETING – 24 November 2016															
Performance Monitoring Reports Gary Oliver	✓						Reporting of performance relevant to remit of Panel	✓		✓		✓		✓	
Budget setting 2017/18-2021/22 Alison Taylor		✓	✓			✓	Consideration of service implications					✓			
Tullie House Business Plan Gavin Capstick				✓			Annual scrutiny of Tullie House Business Plan					✓			
Housing Assistance Policy 2017 Scott Burns		✓	✓				To consider the policy to increase the number of options on how Disabled Facilities Grant money is used					✓			
Riverside Jane Meek				✓			Engage with Riverside regarding future of Divisional Board. New Divisional Director Sarah Paton to attend this meeting.					✓			
Leisure Contract Retender Gavin Capstick				✓			To consider the timetable for the Leisure Contract Retender					✓			

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Customer Services Jill Gillespie	✓						Performance of the new web-site / coping with the flood / future of CRM and customer services (smarter services)									✓
Scrutiny Annual Report O&S Officer			✓		✓		Draft report for comment before Chairs Group									✓
COMPLETED ITEMS																
Homeless Hostel Service Structure (Supporting People) Tammie Rhodes							How the Council is addressing the changes to the Supporting People Contract.	✓								
Annual Equality Report 2015/16 and Equality Action Plan 2016/17 Rebecca Tibbs		✓					Monitoring of Equality activity and consideration of Equality Action Plan for 2016/17		✓							
Housing and Planning Bill Jeremy Hewitson							Presentation on the impact of the Bill on delivery of Carlisle's housing needs.		✓							

Appendix 1 – Community Overview and Scrutiny Panel Work Programme

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Contact Officer															
Interagency Homelessness Strategy for Carlisle 2015-20 Tammie Rhodes				✓			Progress made in year one of the Interagency Homelessness Strategy for Carlisle 2015-20 in relation to the priority actions.		✓						
Community Centre and Federation Update Gavin Capstick							Future of CCs. Item in partnership with the Carlisle & District Federation of Community Organisations				✓				
Youth Provision in Carlisle and District Cllr Niall McNulty							Discussion on current provision for youth in Carlisle and District and where the Council might like to go in terms of Young People Services.				✓				
INFORMATION ONLY ITEMS															
Details								Date Circulated							

Appendix 2

Proposed new Panel remits (updated 8/11/16)

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. Members of SCG are asked to consider and comment on these possible changes.

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.

Appendix 2

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

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
<ul style="list-style-type: none">• Planning• Redevelopment• Housing delivery• Promoting Carlisle• Carlisle Economic Partnership• Tourism• Infrastructure development• Business support• Inward development• External liaison with education and skills providers	<ul style="list-style-type: none">• Healthy City steering group• Community Safety• Leisure and Culture• Housing support and advice• Environmental Health• Community cohesion and engagement• Emergency planning• Neighbourhood Services, waste & recycling	<ul style="list-style-type: none">• Enhanced governance• Commercial strategy• Renewed Asset Business Plans• Income generation• Potential new ventures• 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

Appendix 2

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)

Economy, Health and Wellbeing Scrutiny Panel	Business and Transformation Scrutiny Panel
<ul style="list-style-type: none">•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•Neighbourhood Services, waste & recycling	<ul style="list-style-type: none">•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•Organisational 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.

Appendix 2

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

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

14 September 2016

Updated 8/11/16

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

Appendix 3 - Current Panel remits

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

Appendix 3 - Current Panel remits

	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	

Appendix4 - Potential new remits

Economic Growth	Health and Wellbeing	Business Management and Development	Transformation Plans
Combine these two areas			
Planning Policy	Public Health Alliance	Enhanced Governance	Organisation Development – Culture, Competencies and Skill Development
Regeneration Projects Infrastructure Development Housing Delivery (market, starter, affordable)	Health and Wellbeing Board Healthy City Steering Group Carlisle and Eden CSP	Refined Scheme of Delegation Reformed Constitution Commercial Strategy	Systems and Process Training Technology Training 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 External Liaison with Education and Skills Providers	Housing Support and Advice (not delivery) Environmental Health	Potential New Ventures	Data Capture and Ownership
LEP	Community Cohesion, Engagement and Communication	Medium Term Financial Plans/Strategic Financial Planning Group Budget Development and Management	IT Systems Development
Carlisle Economic Partnerships	Emergency Planning	Financial Monitoring and Performance Management	Smarter Services Delivery 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

Appendix4 - Potential new remits

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 Strategy	Allotments	Budget Framework	Workforce Development Strategies
Empty Property Schemes*	Bereavement Services	Capital Strategy	Customer Contact Services
Enterprise Centre	CCTV	Corporate Management	
External Funding	Crematoria	Corporate Planning	
Housing Partnerships*	Dog Wardens	Corporate Plan and Performance Management	
Housing Strategy and Support*	Environment Agenda	Data Protection	
Inward Investment	Environmental Protection	Democratic Services	
Local Plans	Food Standards	Freedom of Information	

Appendix4 - Potential new remits

Planning Policies	Greenspaces	Health and Safety (Staff)
Private Sector relationships in Cumbria Chamber	Health and Safety (External)	Income Management
Property (Strategic)	Parks	Insurance
Rural/Urban Policy	Pest Control	Internal Audit
Strategic Transport and Infrastructure	Play Areas (Development)	Investment Strategy
Historic Carlisle	Private Sector Housing including Enforcement	Land Charges
Tourism Action Plan	Public Conveniences	Legal Services
Tourism Management and Development	Public Health Complaints	Licensing and Regulatory
	Homeless/Hostels/Homeless Prevention	Medium Term Financial Plan
	Housing Conditions	Member Services
	Housing Management	Payments
	Advice Agencies	Payroll
	CDRP (Safer Communities)	Policy and Performance Management
	Community Centres/Associations	Procurement
	Community Consultation	RIPA
	Community Development	Risk Management
	Community Participation and Volunteering	Service Standards
	Community Safety/Crime and Disorder	Shared Service Monitoring
	Crime and Disorder	Sundry Debtors
	Disabled Access	Treasury Management

Appendix4 - Potential new remits

Disabled Facilities Grants

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

Neighbourhood Services, waste &
recycling

Treasury Management Strategy
Statement

Cash Collection

Consultation Strategy

Corporate Complaints

Equality and Diversity Policy