

## Scrutiny Work-Plan – Resource and Performance Panel

Chair: Cllr Ackerley Vice-Chair: Cllr Beesley-Reynolds

Panelists: Councillors Mrs Ackerley, Beesley-Reynolds, Bilbie, Evans, Graves, Hadkiss, Dr Hill, Knowles, Modha, Spendlove-Mason

Meeting Date: 10 December 2015				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Quarterly Risk Register: Quarter Two	To review the status of the Council's Risk Register.	Corporate Services	Corporate Director – Resources	Suggestion from the Scrutiny Steering Group
Quarterly Financial Performance: Quarter Two	To review the Council's financial performance for the second quarter of the 2015/16 year.	Financial and Commercialisation	Section 151 Officer	Ongoing requirement
Car Parking Strategy  <b>Note: The Council has received the report of the consultant. This is being integrated into a Car Parking policy and will be considered by Executive and Scrutiny in due course</b>	To review the draft strategy.	Financial & Commercialisation and Environment & Regulation	Corporate Director – Community Services	Scrutiny Commission, 3 <sup>rd</sup> September 2015
Review of Commissioning and Review Initiatives and Savings	To evidence the impact of procurement initiatives in recent years (following withdrawal from the Welland Procurement Unit) and to consider the forward commissioning plan in support of the delivery of	Financial and Commercialisation	Corporate Directors S151 Officer Commissioning and Procurement	Officer Recommendation

Scrutiny Workplan – draft to be considered on 26 November 2015

**APPENDIX A**

	<p>Council objectives and delivery of MTFs savings.</p> <p>At its meeting on 3<sup>rd</sup> September 2015, the Scrutiny Commission resolved that this item be considered by the Resource &amp; Performance Scrutiny Panel at its meeting on 10<sup>th</sup> December 2015.</p>		Manager	
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<b>Meeting Date: 21 January 2016</b>				
<b>Subject</b>	<b>Scope/Purpose</b>	<b>Portfolio Holder</b>	<b>Attendees</b>	<b>Source</b>
Revenue and Capital Budgets, Fees and Charges	To scrutinise budget proposals, to report back to the Executive to inform budget setting.	Financial and Commercialisation	Section 151 Officer All Executive Portfolio Holders	Ongoing requirement
Corporate Plan (a) and Corporate Delivery Plan (b)	<p>(a) This document sets out the key priorities that the Council will deliver in the 2016-2017 period. The document is designed to provide this information to the public in an easy-to-understand fashion.</p> <p>(b) This document sets out the critical and key activities that will deliver the Council's priorities during the 2016-2017 period.</p>	Corporate Services	Corporate Director -- Resources All Executive Portfolio Holders	Ongoing requirement
Performance Management Framework	This document sets out the Council's approach to performance management. This is annually refreshed.	Corporate Services	Corporate Director -- Resources All Executive Portfolio Holders	Ongoing requirement

<b>Meeting Date: 25 February 2016</b>				
<b>Subject</b>	<b>Scope/Purpose</b>	<b>Portfolio Holder</b>	<b>Attendees</b>	<b>Source</b>
Quarterly Risk Register: Quarter Three	To review the status of the Council's Risk Register in the third quarter of the 2015/16 year.	Corporate Services	Corporate Director – Resources	Ongoing requirement
Quarterly Performance Report: Quarter Three	To review the Council's performance against objectives in the third quarter of the 2015/16 year.	Corporate Services	Corporate Director – Resources	Ongoing requirement
Quarterly Financial Performance: Quarter Three	To review the Council's financial performance in the third quarter of the 2015/16 year.	Financial and Commercialisation	Section 151 Officer	Ongoing requirement
Partnership Register (Annual Review)	<p>To scrutinise the Council's Partnership arrangements to ensure that they are fit for purpose.</p> <p>Note: At its meeting on 19th February 2015, the Resource &amp; Performance Scrutiny Panel agreed that it would receive an annual Partnership Register report, to tie in with the Business Planning Process. It also noted the need to identify any high value / high risk partnerships that required more detailed scrutiny and to agree a schedule for these.</p>	Corporate Services	Head of Community Wellbeing and Partnerships	Ongoing requirement

<b>Meeting Date: 19 May 2016</b>				
<b>Subject</b>	<b>Scope/Purpose</b>	<b>Portfolio Holder</b>	<b>Attendees</b>	<b>Source</b>
Traded & Commercial Services	<p>To receive a report on the current traded services provided by the Council and the opportunities, governance and risks of the Council considering a more commercial approach.</p> <p>At its meeting on 3rd September 2015, the Scrutiny Commission resolved that this item be considered by the Resource &amp; Performance Scrutiny Panel at its meeting on 19<sup>th</sup> May 2016.</p>	Financial and Commercialisation	Corporate Directors S151 Officer	Officer Recommendation

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### Scrutiny Work-Plan – Community Leadership Panel

Chair: Cllr L. Bowles, Vice-Chair: Cllr J. Brodrick

Panelists: Councillors Bowles, Brodrick, Champion, Chapman, Elliott, Hammond, Nunn, Rickman, Mrs Simpson, Tomlin

Meeting Date: 14 January 2016				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Harborough Hospital Update	To receive an update on the progress of the planned construction of Harborough Hospital.	Communities		Scrutiny Commission, 28 <sup>th</sup> November 2013
Meeting Date: 14 April 2016				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Harborough Hospital Update	To receive an update on the progress of the planned construction of Harborough Hospital.	Communities		Scrutiny Commission, 28 <sup>th</sup> November 2013
Anti-Social Behaviour: New Powers	<p>To examine the impact on resources should the Council decide to adopt new anti-social behaviour powers. (Report considered by the Executive on 3rd November 2014)</p> <p>At its Meeting on the 27th November 2014, the Scrutiny Commission resolved that this item be scheduled to be considered after a suitable bedding-in period around November 2015 or Spring 2016.</p> <p>At its meeting on the 1st June 2015, the Scrutiny Commission resolved that this item be allocated to a meeting of the Community Leadership Scrutiny Panel in Spring 2016.</p>	Communities	Corporate Director – Community Services	Scrutiny Commission, 3 <sup>rd</sup> September 2015

**APPENDIX A**

<p>Community Infrastructure Levy (CIL) Policy</p>	<p>To examine how the Council is taking account of market conditions in making its CIL Policy fit for purpose.</p> <p>At its Meeting on the 3<sup>rd</sup> September 2015, the Scrutiny Commission resolved that this item be considered at the meeting of the Community Leadership Scrutiny Panel on 14<sup>th</sup> April 2016.</p>	<p>Planning &amp; Regeneration</p>	<p>Strategic Planning Services Manager</p> <p>Officer and member from a council that has used the CIL approach.</p>	<p>Councillor Suggestion</p>
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## Scrutiny Task Groups

Meeting Dates: Meeting 1: 12 November 2015 Meeting 2: 02 December 2015				
Chair: Cllr Brodrick Members: Cllrs Bilbie, Galton, Hadkiss, Dr Hill, Nunn & Rickman				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Local Plan Process	<p>To scrutinize the Local Plan process and achievement of the five year land supply.</p> <p>Scope:</p> <ul style="list-style-type: none"> <li>• Why is the five year housing supply indicator seen as a barometer of local planning authority performance?</li> <li>• What is the basis for the housing supply calculation – ie the annual requirement?</li> <li>• How should government advice on applying a “buffer” into the future supply be applied and who decides what level?</li> <li>• What is the difference between the Liverpool and the Sedgfield method of dealing with any previous under delivery?</li> <li>• Can more sites than we have included at present be added into the supply calculation to improve performance?</li> <li>• How can Harborough District ensure it meets a five year housing supply consistently going forward?</li> <li>• Implications of the letter of 19<sup>th</sup> December 2014 from Brandon Lewis MP to The Planning Inspectorate</li> </ul>	Planning and Regeneration	Corporate Directors Head of Planning and Regeneration Strategic Planning Services Manager	Resource & Performance Scrutiny Panel, 19 February 2015

<b>Meeting Date: Suggested January 2016</b>				
<b>Members: TBC</b>				
Review of the Scrutiny function at Harborough District Council		Corporate Services	N/A	Scrutiny Commission, 3 September 2015

<b>Meeting Date: Suggested: 17 March 2016, reserve date: 20 April 2016</b>				
<b>Members: Cllrs Mrs Ackerley, Bowles, Galton, Knowles, Nunn, Spendlove-Mason &amp; Tomlin</b>				
<b>Subject</b>	<b>Scope/Purpose</b>	<b>Portfolio Holder</b>	<b>Attendees</b>	<b>Source</b>
<p>Assessment of Local Community Provision and Developer Contribution</p> <p><b>Note: Proposed that this be moved to March 2016, as it is closely linked with the locations for housing growth (which is being consulted on).</b></p>	<p>In 2010 the Council commissioned a report from Roger Tym and Partners on the provision of community facilities. Scrutiny will examine the Council's mechanisms for delivering these funds to communities.</p> <p>* <a href="#">Link to Roger Tym and Partners Report</a></p> <p>This Panel met on 12<sup>th</sup> November 2014 and requested two more meetings (one on Delivery of Community Facilities and one on Procurement of Community Facilities). The first of these Meetings was proposed to be held on 20<sup>th</sup> May 2015 (Reason: the Panel requested that the Roger Tym report be updated to reflect the current state of the District. This will take around six months to complete).</p> <p>At its meeting on 27<sup>th</sup> November 2014 the Scrutiny Commission resolved that two more meetings of the Task Group be scheduled early in 2015 (following the completion of work to update the Roger Tym &amp; Partners report) to ensure continuity of participating Panel members.</p>	Planning & Regeneration,	<p>Strategic Planning Services Manager</p> <p>Parish Liaison Officer</p> <p>Officers responsible for delivery.</p>	Meeting of the Scrutiny Commission, 20 <sup>th</sup> March 2014



	<p>At its meeting on 26<sup>th</sup> February 2015, the Scrutiny Commission noted that it would not be possible to schedule the further two meetings of the Task Group until a date after the final Roger Tym and Partners Report was available in August 2015. It was agreed that further meetings of the Task Group would be scheduled in September &amp; October 2015.</p> <p>At its meeting on 1<sup>st</sup> June 2015, the Scrutiny Commission asked Officers to agree membership of the Panel.</p>			
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Items Pending Allocation by Scrutiny Commission

These items are not yet commissioned				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source

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## Scrutiny Work-Plan – Scrutiny Commission Meetings

Chairman: Cllr P. Dann

Meeting Date: 26 November 2015				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
The Scrutiny Work-plan	To agree items to be scrutinised.  To create a number of Scrutiny Task Groups, as required.	N/A	Corporate Directors	On-going Requirement
Portfolio Holders' Half-Year Performance Reports	To inform the Scrutiny Commission of the Council's performance against the Corporate Delivery Plan & Performance Indicators for the first half of the 2015-16 financial year.	All Portfolio Holders	Corporate Directors	On-going Requirement

Meeting Date: 03 March 2016				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
The Scrutiny Work-plan	To agree items to be scrutinised.  To create a number of Scrutiny Task Groups, as required.	N/A	Corporate Directors	On-going Requirement
Broadband Provision  <b>Note: Proposed that this be moved from 26 November to March 2016 when the Phase 1 Broadband Assessment will be completed and an</b>	To examine: <ul style="list-style-type: none"> <li>• Community Satisfaction with roll-out of Superfast Broadband across the District.</li> <li>• The value for money obtained by the Council for its financial contribution to the Superfast Broadband project.</li> </ul> <p>At its meeting on 26<sup>th</sup> February 2015, the Scrutiny Commission received an update on Phase 1 of broadband coverage and acknowledged that it was</p>	Financial & Commercialisation	Section 151 Officer	Meeting of the Scrutiny Commission, 20 <sup>th</sup> March 2014

**APPENDIX A**

<p><b>update can be presented for the whole of the District.</b></p>	<p>too early to assess community satisfaction. It was agreed that the matter be brought back to the Commission in September / October 2015.</p> <p>At its meeting on 3<sup>rd</sup> September 2015, the Scrutiny Commission resolved that this item be brought to the Commission at its meeting on that the matter be brought back to the Commission at its meeting on 26<sup>th</sup> November 2015.</p>			
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<p><b>Meeting Date: 02 June 2016</b></p>				
<p><b>Subject</b></p>	<p><b>Scope/Purpose</b></p>	<p><b>Portfolio Holder</b></p>	<p><b>Attendees</b></p>	<p><b>Source</b></p>
<p>Portfolio Holders' End-of-year Performance Reports</p>	<p>To inform the Scrutiny Commission of the Council's performance against the Corporate Delivery Plan &amp; Performance Indicators for the 2015/16 year.</p>	<p>All Portfolio Holders</p>	<p>Corporate Directors</p>	<p>On-going Requirement</p>
<p>The Scrutiny Work-plan</p>	<p>To agree items to be scrutinised.</p> <p>To create a number of Scrutiny Task Groups, as required.</p>	<p>N/A</p>	<p>Corporate Directors</p>	<p>On-going Requirement</p>