

Scrutiny Work-Plan – Resource and Performance Panel

Chair: Councillor Bannister, Vice-Chair: Councillor Dewes

Councillors Bannister, Dewes, Galton, Golding, Graves, Hall, Holyoak, Knowles, McHugo, Mrs. Wood

Meeting Date: 5th December 2013				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Quarterly Financial Performance (Quarter Two)	To review the Council's financial performance in the second quarter of the 2013/14 year.	Finance and Assets Portfolio Holder	Section 151 Officer	Ongoing requirement
Quarterly Risk Register	To review the status of the Council's Risk Register.	Corporate Services Portfolio Holder	Section 151 Officer	Suggestion from the Scrutiny Steering Group

Meeting Date: 16th January 2014				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Revenue and Capital Budgets, Fees and Charges	To scrutinise budget proposals, to report back to the Executive to inform budget setting.	Finance and Assets Portfolio Holder	Section 151 Officer	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 2013-2015 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 2014-2015 period.</p>	Corporate Services Portfolio Holder	Section 151 Officer	Ongoing requirement
Performance	This document sets out the Council's approach to	Corporate Services	Section 151 Officer	Ongoing

Management Framework	performance management. It was approved at the beginning of the 2013/14 period and is now due to be refreshed.	Portfolio Holder		requirement
Partnerships Register	A review of current partnership arrangements to consider their effectiveness and relevance.	Corporate Services Portfolio Holder	Section 151 Officer	Officer suggestion

Meeting Date: 6th March 2014				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Quarterly Financial Performance (Quarter Three)	To review the Council's financial performance in the third quarter of the 2013/14 year.	Finance and Assets Portfolio Holder	Section 151 Officer	Ongoing requirement
Quarterly Risk Register	To review the status of the Council's Risk Register.	Corporate Services Portfolio Holder	Section 151 Officer	Suggestion from the Scrutiny Steering Group
A Review of the Council's working arrangements with The Leisure Trust/Serco	<p>To scrutinise the Council's working arrangements with The Leisure Trust/ Serco.</p> <p>The report should include performance data against set targets and comparative data against previous year.</p> <p>The report should include details of how the Olympic legacy has affecting uptake of sporting/ recreation classes and activities.</p> <p>The report should include customer satisfaction data.</p> <p>At its Meeting on 5th September 2013 the Scrutiny Commission resolved to keep this item in the 'pending list' of Scrutiny items. The Scrutiny</p>	Community Wellbeing Portfolio Holder	<p>Norman Proudfoot Matthew Bradford</p> <p>Also external someone from Serco /Leisure Trust</p>	

	Commission suggested that an appropriate time to visit this item may be a Meeting of the Resource and performance Panel at the end of the 2013/14 year.			
Empty Properties And Provision of New Homes	<p>(a) At the Meeting of Council held on 30th January 2012 Members suggested that the Council investigate its powers concerning empty properties.</p> <p>The report should contain a summary of the Council's powers and the cost of using those powers.</p> <p>(b) To undertake a detailed analysis of how many new homes are built in the District compared to planning permissions granted for new homes. To review the impact on the allocations of New homes bonus grant to the Council.</p>	Planning, Community safety and the Environment	Corporate Director: Community Services	<p>Minutes of the Meeting of Council held on 30th January 2013 (view Meeting).</p> <p>Commissioned on 30th May 2013.</p>

Scrutiny Work-Plan – Community Leadership Panel

Chair: Councillor Beesley-Reynolds, Vice-Chair: Councillor Brodrick

Councillors Beaty, Evans, Johnson, Rook, Simpson, Tomlin, (One Conservative Vacancy)

Meeting Date: 21st November 2013				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Assets of Community Value	To discuss a provision of the Localism Act which allows for assets to be deemed 'Assets of Community Value'. The Executive agreed the policy and toolkit for this item on 25 th March 2013.	Finance and Assets Portfolio Holder	Corporate Director: Community Services	Added to the pending list at the request of the Chairman of the Scrutiny Commission on 03/05/13.
Health (a) Provision in the District (b) Harborough Health and Wellbeing Plan	(a) To examine the changes in the Council's relationship with the local health providers as NHS structures change (the Primary Care Trusts will cease and be replaced with Clinical Commissioning Groups) (b) To scrutinise the Harborough Health and Wellbeing Plan.	Community Wellbeing Portfolio Holder	Representative from East Leicestershire and Rutland Clinical Commissioning Group Representative from NHS England	Councillor Suggestion. Commissioned on 30 th May 2013.
Supporting Leicestershire Families	Leicestershire's Supporting Families Programme was established in 2011 as one of the Coalition Government's 16 Community Budgets under the name "Families with Complex Needs", with the two following aims: · Improving outcomes for England's most complex families. · Reducing the public service costs resulting from addressing the needs of these families.	Community Wellbeing	Head of Policy, Performance and Partnerships	Minute 504, 7 th March 2013

	<p>Approximately 1,300 families in Leicestershire meet the agreed criteria for complex needs, as well as a further 2,000 families identified as having some of the risk factors that could result in families becoming complex. These families are those to be supported by the SLF programme.</p> <p>On 7th March 2013 the Community Leadership Scrutiny Panel recommended that it receive six-monthly updates on the progress of the SLF programme (Minute 504 refers).</p>			
Annual Progress report from registered Housing Providers	<p>To receive an update from registered housing providers on the events and actions of the previous year.</p> <p>To receive the information on the plans and actions of registered housing providers for the forthcoming year.</p>	Planning, Community safety and the Environment		Annual review
Meeting Date: 13th March 2014				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Planning for Renewable Energy	<p>At its Meeting on 25th July 2013 the Community Leadership Scrutiny Panel recommended that:</p> <p>“the views and experiences of residents who live beside wind turbines/ wind farms be sought and reported to Members.”</p> <p>This item would be an information- and evidence-gathering process to record the residents thoughts. This information would be used to inform future planning policy on renewable energy.</p>	Planning and Environment Portfolio	Residents and Parish Council representatives	Minutes of the Meeting of the Community Leadership Scrutiny Panel held on 25 th July 2013.

Meeting Date: 22nd May 2014				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
CDRP Annual Meeting	<p>To receive updates on the progress made on the three-year Community Safety Partnership Plan.</p> <p>The Three-Year Community Safety Partnership Plan is required by the Crime and Disorder Act 1998 and describes how the Community Safety Partnership will fulfill its statutory obligation to reduce crime, antisocial behaviour, substance misuse and reduce re-offending. The Council is a responsible authority under the 1998 Crime and Disorder Act and the Plan will form part of the Council's Policy Framework.</p>	Corporate and Regulatory Services Portfolio Holder	<p>Representative from Leicestershire Constabulary</p> <p>Representative from Leicestershire Fire and Rescue Service</p>	Annual requirement
Supporting Leicestershire Families	<p>Leicestershire's Supporting Families Programme was established in 2011 as one of the Coalition Government's 16 Community Budgets under the name "Families with Complex Needs", with the two following aims:</p> <ul style="list-style-type: none"> · Improving outcomes for England's most complex families. · Reducing the public service costs resulting from addressing the needs of these families. <p>Approximately 1,300 families in Leicestershire meet the agreed criteria for complex needs, as well as a further 2,000 families identified as having some of the risk factors that could result in families becoming complex. These families are those to be supported by the SLF programme.</p> <p>On 7th March 2013 the Community Leadership Scrutiny Panel recommended that it receive six-monthly updates on the progress of the SLF programme (Minute 504 refers).</p>	Community Wellbeing	Head of Policy, Performance and Partnerships	Minute 504, 7 th March 2013

Scrutiny Task Groups

Reserved Dates: 10th December 2013, 9th January 2014, 23rd January 2013, 6th February 2013, 20th February 2013, 20th March 2014, 27th March 2014, 10th April 2014, 16th April 2014.

Meeting Date: 10th December 2013				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Changes to Seven Locks Housing Governance Arrangements	At its Meeting on 19 th September 2013, the Community Leadership Scrutiny Panel received a report on proposed changes to Seven Locks Housing Governance Arrangements. At this Meeting the Panel noted that proposed changes were still at a formative stage. Scrutiny may wish to examine the proposals once they are finalized, prior to implementation.	Planning and Environment Portfolio Holder	Corporate Director: Community Services Chief Executive of Seven Locks Housing	Suggestion from the Scrutiny Steering Group

Meeting Date: 9th January 2013				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Broadband Provision	To ensure that the Council is obtaining value for its investment. The Scrutiny Commission, at its Meeting on 5 th September 2013, resolved to keep this item in the 'pending list' of Scrutiny items.	Finance and Assets Portfolio Holder	Section 151 Officer	Suggestion from the Scrutiny Steering Group

Meeting Date: 6th February 2013 Members: Wood, Holyoak, Spendlove-Mason, Beesley-Reynolds, Liquorish, Dunton, Elliott				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Settling Rooms, Market Harborough Deferred from	To review the possible sale of The Settling Rooms which was referred back to Scrutiny following the Council approval of the Corporate Property Strategy.	Finance and Assets Portfolio Holder		Referred to Scrutiny following the Council approval of the Corporate Property

originally commissioned date of 3 rd October with the permission of the Scrutiny Commissioner Deferred again from 14 th November 2013				Strategy
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Items Pending Allocation by Scrutiny Commission

These items are not yet commissioned				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Community Infrastructure Levy (CIL) Policy	To examine how the Council is taking account of market conditions in making its CIL Policy fit for purpose. At its Meeting on 5 th September 2013, the Scrutiny Commission resolved to keep this item in the 'Pending Allocation' list of Scrutiny items.	Finance and Assets Portfolio Holder	District Council Planning Policy Manager	Councillor Suggestion
Government review of house extensions	To examine the impact on the Council's resources as a result of proposed central government changes. At its Meeting on 5 th September 2013, the Scrutiny Commission resolved to keep this item in the 'Pending Allocation' list of Scrutiny items.	Planning, Community Safety and the Environment	TBC	Added to the pending list at the request of a Councillor
Fuel Funding	Wording of Councillor suggestion: The front page of HDC's Harborough News Spring	Finance and Assets Portfolio Holder		Scrutiny Commission, 5 th September 2013

	<p>2013, which goes out to every household in our District, reported news of funding of nearly £390,000 to help families in the Harborough District suffering as a result of high fuel prices. This funding was to be spread over several separate schemes (for full info see www.harborough.gov.uk/funding). The article stated that 'funding must be spent by 1 April'.</p> <p>I believe we should now examine in detail records associated with this funding, for example, funding allocation to each scheme and money unused at end of scheme, applications procedure, number of applications, qualifying details, take-up rate, time taken to process applications, installers (selection etc), customer satisfaction/complaints, publicity. I also believe it is important for Scrutiny to evaluate the success or otherwise of a scheme that has the ability to make a difference to the lives of low-income families and the more vulnerable residents in our District.</p> <p>At its Meeting on 30th May 2013, the Scrutiny Commission recommended that Members be provided with a Briefing Note outlining the above information.</p> <p>At its Meeting on 5th September 2013, the Scrutiny Commission resolved to keep this item in the 'Pending Allocation' list of Scrutiny items in case further funds are received from central government.</p>			
Car Parking Policy	<p>To scrutinise the Council's car parking policy to ensure that it is fit for purpose.</p> <p>The report should include costs of altering car parking machines.</p>	Finance and Assets Portfolio Holder		Scrutiny Commission, 5 th September 2013

	<p>The item should be considered once the relevant supporting evidence has been collected.</p> <p>At a Meeting of a Scrutiny Task Group held on 3rd September 2013 it was suggested that this item should be examined once the relevant supporting evidence had been brought up to date (it had been some years since a detailed study of car parking in the District had been carried out).</p>			
Local Government Association Peer Review Recommendations	<p>To monitor the progress of the implementation of the Council's recent Peer Review.</p> <p>(need to scrutinise before the end of March 2014)</p>	All Portfolios	TBC	Scrutiny Commission, 5 th September 2013
Cemetery Provision	To examine adequacy of cemetery/burial provision in Harborough District.			Previous Meetings of the Scrutiny Commission.

Template for entries:

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