

Scrutiny Work-Plan – Resource and Performance Panel

Chair: Bannister, Vice-Chair: Councillor Dewes

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

Meeting Date: 12th September 2013				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Quarterly Financial Performance	To review the Council's financial position.	Finance and Assets Portfolio Holder	Financial Services Manager	Ongoing requirement
Partnerships Register Request from Officers to consider item at the Meeting on 16 th January 2013	A review of current partnership arrangements to consider their effectiveness and relevance.	Corporate and Customer Services Portfolio Holder		Added to the workplan at the request of R. Marriott, 15 th July 2013
Workforce Strategy	To scrutinise a new strategy prior to implementation.	Corporate and Customer Services Portfolio Holder	Human Resources Manager	Officer suggestion
Meeting Date: 5th December 2013				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Quarterly Financial Performance	To review the Council's financial position.	Finance and Assets Portfolio Holder		Ongoing requirement
A Review of the Council's working arrangements with The Leisure Trust/Serco (suggested to go to the Resource and	To scrutinise the Council's working arrangements with The Leisure Trust/ Serco. 5 th December 2013	Community and Wellbeing Portfolio Holder	Norman Proudfoot Matthew Bradford Also external someone from Serco /Leisure Trust	Councillor Suggestion

performance Panel at the end of the 2013/14 year)				
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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 Asset Management Portfolio Holder		Ongoing requirement
Corporate Plan	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.	Portfolio Holder for Corporate and Regulatory Services		Ongoing requirement
Corporate Delivery Plan	This document sets out the critical and key activities that will deliver the Council's priorities during the 2014-2015 period.	Portfolio Holder for Corporate and Regulatory Services		Ongoing requirement
Performance Management Framework	This document sets out the Council's approach to performance management. It was approved at the beginning of the 2013/14 period and is now due to be refreshed.	Portfolio Holder for Corporate and Regulatory Services		Ongoing requirement

Meeting Date: 6th March 2014				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Quarterly Financial Performance	To review the Council's financial position.	Finance and Assets Portfolio Holder		Ongoing requirement

Scrutiny Work-Plan – Community Leadership Panel

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

Councillors Beaty, Beesley-Reynolds, Brodrick, Evans, Johnson, Rook, Simpson, Smith, Tomlin

Meeting Date: 19 th September 2013				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Annual Progress report from registered Housing Providers (Officers request to move to 21st November 2013, post review of draft Housing Strategy)	To receive an update from registered housing providers on the events and actions of the previous year. To receive the information on the plans and actions of registered housing providers for the forthcoming year.	Planning, Environment and Conservation Portfolio		Annual review
Empty Properties And Provision of New Homes	(a) At the Meeting of Council held on 30 th January 2012 Members suggested that the Council investigate its powers concerning empty properties. (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.	Planning, Environment and Conservation Portfolio		Minutes of the Meeting of Council held on 30 th January 2013 (view Meeting). Commissioned on 30 th May 2013.
Harborough Health and Wellbeing Plan (Officers request to move to 21st November to consider in tandem with the 'Health Provision in the District' item)		Community Wellbeing Portfolio	Representative from East Leicestershire and Rutland Clinical Commissioning Group	Officer Suggestion
Meeting Date: 21 st November 2013				

Appendix A

Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Assets of Community Value	<p>To discuss a provision of the Localism Act which allows for assets to be deemed 'Assets of Community Value'.</p> <p>The Executive agreed the policy and toolkit for this item on 25th March 2013.</p>	Finance and Assets Portfolio Holder	TBC	Added to the pending list at the request of the Chairman of the Scrutiny Commission on 03/05/13.
Health Provision in the District	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)	Community and Wellbeing Portfolio Holder	Norman Proudfoot	<p>Councillor Suggestion.</p> <p>Commissioned on 30th May 2013.</p>
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>	Portfolio Holder for Community Wellbeing	County Council Head of Service responsible for Leicestershire's Supporting Families Programme	Minute 504, 7 th March 2013

Appendix A

Draft Housing Strategy	To assist in the development of a Council Housing Strategy. Following the Scrutiny Meeting the draft policy will be subject to public consultation and then considered for implementation by the Executive.	Planning, Environment and Conservation Portfolio		Added to the Work-plan at the request of Officers
Meeting Date: 13th March 2014				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
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>	Portfolio Holder for Regulatory and Safety		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>	Portfolio Holder for Community Wellbeing		Minute 504, 7 th March 2013

	<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>			
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Scrutiny Task Groups

Reserved Dates: 17th September 2013, 3rd October 2013, 17th October 2013, 7th November 2013, 14th November 2013, 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: 3rd September 2013				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source
Delivering the Localism Act	An overview of progress to date.	All	Ann Marie Hawkins	Officer Suggestion
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, 30 th May 2013

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Meeting Date: TBC				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Paper-light working for Councillors (second Meeting)	To encourage modern Councillors to make use of paper-light, electronic access to resources with a view to making savings on the printing of Meeting papers.	Corporate Services Portfolio Holder		Member Development Programme

Items Pending Allocation by Scrutiny Commission

Meeting Date: TBC				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source
Redevelopment of Market Hall, Market Harborough	Defined by letter from Market Traders, dated 23 rd July 2013 (see Annex A).	Finance and Assets Portfolio		Suggestion from the Chairman of Association of Traders at Market Harborough Antiques and Collectors Fair
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 in 30 th May 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.	Planning, Environment and Conservation	TBC	Added to the pending list at the request of a

Appendix A

	At its Meeting in 30 th May 2013, the Scrutiny Commission resolved to keep this item in the 'Pending Allocation' list of Scrutiny items.	Portfolio		Councillor
Fuel Funding	<p>Wording of Councillor suggestion:</p> <p>The front page of HDC's Harborough News Spring 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'. 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. The Scrutiny Commission resolved that it would discuss whether or not to commission a report after publication of the Briefing Note (the 'pencilled date' for the post-briefing note meeting is 12th September.)</p>	Finance and Assets Portfolio Holder		Councillor Suggestion
Settling Rooms, Market Harborough	To review the possible sale of The Settling Rooms which was referred back to Scrutiny following the Council approval of the Corporate Property	Finance and Assets Portfolio Holder		Referred to Scrutiny following the Council approval of the

Appendix A

	Strategy.			Corporate Property Strategy
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Template for entries:

Meeting Date:				
Subject	Scope/Purpose	Portfolio Holder	Attendees	Source

Appendix A

Meeting Date:				
Subject	Scope/Purpose	Portfolio Holder	Other attendees	Source