

SCRUTINY COMMITTEE WORK PROGRAMME 2012-15

12 June 2012	Future service provision at Grantham hospital	<i>A special meeting scheduled on 11 July 2012</i>
	Performance - Q4 report	<p>The report included a summary of measures, performance against them and direction of travel</p> <p>The Committee noted in particular, the indicators which related to: long-term sickness absence, fly-tipping, ticket sales for live events, market occupancy in Grantham and the collection of non-domestic rates.</p>
	Procurement Lincolnshire - feedback	<p>Consideration of report by Strategic Director – Corporate Focus which summarised responses to recommendations made in the Committee Scrutiny Review.</p> <p>The Committee asked for clarification of the governance structure and that representatives from Procurement Lincolnshire’s boards attend a future meeting to directly respond to the recommendations made in the Committee’s review.</p>
	Wind energy	<p>A question was received from a member of the public, which Committee members considered.</p> <p>The council was in the process of developing a supplementary planning document.</p> <p>There were concerns that parish clerks had not received consultation documents and the Committee recommended that the process to adopt an SPD should not continue until all parish council were given the opportunity to participate in consultation.</p> <p>The Committee set up a working group to scrutinise the process used to develop the SPD.</p>
11 July 2012	Future service provision at Grantham	<p>Representatives from the South West Lincolnshire Clinical Commissioning Group and Grantham Hospital gave committee members a presentation on the Shaping Health Mid Kesteven, which included information on services at Grantham hospital’s accident and emergency department. They gave a further presentation on the provision of mental health services across Lincolnshire.</p>

		<p>Councillors asked questions of the panel on subjects including: possible reasons for public concerns, service delivery models, ambulance provision, paediatric services, staff recruitment and retention, governance, customer satisfaction, stroke care and consultation.</p> <p>Committee members agreed after the meeting to produce a press release which stated they felt reassured by what they were told. Reference was made to the release in the Grantham Journal on 13 July 2012.</p>
28 August 2012	Performance - Q1 report	<p>The Head of HR, Customer Services and Performance (Sue Griffiths) summarised report number PPMO2, which provided a summary of performance and project progress during the first quarter.</p> <p>The Strategic Director – Development and Growth (Ian Yates) gave a presentation on the progress of work within the Grow the Economy priority.</p>
	Scrutiny Committee annual report 2011/12	<p>The draft annual report was approved for submission to the council meeting on 18 October 2012.</p>
	Stamford and Rutland Hospital Clinical Strategy	<p>The Medical Director for Peterborough and Stamford Hospitals NHS Foundation Trust (John Randall) gave a presentation on the proposed Clinical Strategy for Stamford and Rutland Hospital.</p> <p>Councillors asked questions on the presentation and Mr Randall explained the next stages in producing the proposed Clinical Strategy.</p>
	Procurement Lincolnshire	<p>Representatives from Procurement Lincolnshire presented their 2011/12 annual report.</p> <p>The Committee agreed that the Chief Executive should be asked to facilitate the following</p> <ol style="list-style-type: none"> 1. To take the Scrutiny Committee's recommendations to a meeting of the Procurement Advisory Board and the Strategic Procurement Board for discussion and to make resolutions 2. Request that the chairmen of the Procurement Advisory Board and the Strategic Procurement Board attend a

		future meeting of the Scrutiny Committee to go through their feedback
9 October 2012	East Midlands Ambulance Service Consultation	Resolution agreed: "This committee believes that the principle of reorganisation advocated, based on a system of dispersal, is very sound however there are a number of errors and problems with presentation. Presentation needs to be much clearer (including the feedback form and the maps) if the public is to understand it. The committee also felt that given the principle of dispersal and fast response more information on the number and types of ambulances and investment in them is required. The committee also stressed concerns about catering for major emergencies for example on the A1 road and east coast mainline railway or tourism along the coast in the summer (seasonal adjustment). The Committee expressed concern that consultation sessions may not be available to people who work because of their timings and suggested that additional events should also be scheduled to allow all interested parties to take place in the consultation exercise." Rep to be invited to the next meeting
	Procurement Lincolnshire	The Strategic Director, Corporate Focus explained that the Committee's Scrutiny Review of Procurement Lincolnshire was sent to the Procurement Advisory Board in April/May 2012. The report was resubmitted for consideration by the board at its meeting in September 2012. It was also scheduled that the Procurement Steering Board would consider the report at its meeting in October 2012. The chairmen of both boards had been invited to attend a future meeting of the Scrutiny Committee to present their feedback.
	Relationship between portfolio holders, officers and PDGs	A presentation was given by the Community Engagement and Policy Development Officer and the Principal Democracy Officer. As a result a recommendation was made that the Schedule of Decisions (which replaced the Forward Plan) should cover a 4-month period. The Strategic Director Corporate Services and the Community Engagement and Policy Development Officer were tasked to devise a feedback mechanism. It was also agreed that

		an update would be provided for the Committee in October 2013.
	Ratification of work programme	The Committee ratified the draft work programme and the membership of working groups
27 November 2012	Performance - Q2 report	<p>The Performance Management Officer (Sam Selby) summarised report number PPMO3, which provided a summary of performance and project progress during the second quarter.</p> <p>The Head of Development and Growth summarised work that had been done to improve performance within Development Management.</p> <p>The Head of Housing and Neighbourhoods (Ian Richardson) talked about work around the 'Good Housing for All' priority.</p>
	<p>Grounds maintenance – contract monitoring</p> <p><i>Issue raised by Bourne Town Council and through Resources PDG</i></p>	<p>The Team Leader for Operations from Property and Facilities and the Grounds Maintenance Supervisor outlined the current grounds maintenance contract, which was due to end in 2013.</p> <p>Over the summer officers received reports that there were occasions when the contractor had not performed the cutting of verges within the contract specification. Officers were working on developing a new, more robust and enforceable contract.</p>
	East Midlands Ambulance Service	<p>Three representatives from EMAS attended the meeting:</p> <ul style="list-style-type: none"> • Jon Sargent – Director of Finance • Lynn Rutland – Service Delivery Manager • Greg Cox – Operational Support Manager, Lincolnshire <p>They outlined their 'Being the Best' consultation which proposed changes to the way EMAS operates.</p> <p>Councillors were reassured that the changes would not see a decrease in cover in the district and that the location of Community Ambulance Posts should be based on statistical analysis of possible strategic deployment points. Members were keen that representatives should take advantage of local knowledge.</p> <p>Councillors discussed the proposals and</p>

		asked a number of questions of the representatives who attended.
22 January 2013	Presentation in preparation for first stage report of defibrillator/first aid working group	The Committee considered report number ENV578 which provided background information on first aid legislation, LIVES and defibrillators. The Committee identified key lines of enquiry for the working group to investigate and on which to report back.
	Member training	Summary of feedback of Councillor training programme run after 2011 election
	Representatives on Outside Bodies	<p>The working group presented a draft form designed to assist members who represent the council on outside bodies in reporting back.</p> <p>The Committee recommended that the draft form be presented to the annual Council meeting on 18 April 2013 with the report requesting the council make annual appointments.</p>
	Update on relationship between Cabinet, officers and PDGs	<p>The Community Engagement and Policy Development officer gave an update on the communication mechanisms introduced to improve the effectiveness of the policy development groups.</p> <p>The Committee recommended three-monthly updates for a year.</p>
19 February 2013	Performance - Q3 report	<p>The quarter 3 performance report was presented which provided a summary of performance and project progress during the reporting period. It concentrated on the priority themes: 'Keep SK Clean, Green and Healthy' and 'Promote Leisure, Arts and Culture'.</p> <p>An update was given on performance within the Development Management Team. Councillor asked about feedback from the Gravity Fields Festival and requested that the evaluation of the festival (including short-term and long-term gains) be included on a future agenda.</p> <p>There was also discussion about the cleanliness of the street scene within town centres and the funding of work by monies collected through the green waste scheme. Councillors asked for a breakdown showing the use of the funding in creating cleaner town centres.</p>
	Presentation on CCTV to scope	The Community Safety and Licensing Service

	purview of CCTV working group	<p>Manager gave a presentation on CCTV. He told the committee about the equipment, the different types of cameras the team monitored and additional services provided by the team including Shopwatch and Pubwatch schemes as well as the Council's out of hours telephone service.</p> <p>Committee members identified the key beneficiaries of CCTV as the police and felt strongly that they should make a financial contribution for the running of the service. The committee asked Councillor Wootten as chairman of the Lincolnshire Police and Crime Panel to put an item on the agenda of a future meeting to gauge support from other districts and consider putting forward a collective request.</p>
9 April 2013	Procurement Lincolnshire	Alan Thomas and Sharon Cuff (representing Procurement Lincolnshire) attended the meeting and addressed the recommendations made within the Committee's Scrutiny Review. After five years in operation, PL was reviewing its targets and the definitions behind its performance measures. On completion of the review, PL's reps agreed to submit a report to the Committee in September 2013.
	Interim report of the defibrillator working group	<p>Date for final report pushed back to allow continued investigation.</p> <p>The Chairman of the working group provided a summary of its key lines of enquiry, how it was addressing them and plans for further investigation.</p>
11 June 2013	Performance – Q4 report	Moved to 20 August 2013 as "annual report"
	Impact of the self-financing of the HRA	To be considered at a later date that complements the work being undertaken by Resources PDG.
	Procurement Lincolnshire – Governance Arrangements	Discussion around the governance arrangements and scrutiny of Procurement Lincolnshire. The Committee took account of the history of PL and the way its structure developed. It made 2 recommendations on the membership of the Procurement Advisory Board and requesting that PL feedback on this issue when responding to the Committee's other recommendations.
	Pre-application planning advice	The issue was raised at the meeting on 9 April 2013. The Development Management Service Manager and the Chairman of the Development Control Committee attended

		the meeting. The Committee asked a number of questions about how the scheme worked in practice, whether the Development Control Committee should have been included in the decision to introduce pre-application advice charging and the views of the Development Control Committee Chairman.
	Final report of the defibrillator working group	The Committee considered the report and recommendations of the working group. A number of small adjustments were made to the wording of the proposed recommendations and an additional recommendation was added. The Committee endorsed the report, which was then submitted to Cabinet for its consideration.
	Annual review of PDGs	The Community Engagement and Policy Development officer gave a summary of the work completed by the Policy Development Groups
20 August 2013	Gravity Fields - evaluation	The Economic Development and Investment Service Manager and the Economic Development and Regeneration Lead presented a report on the outcomes of Gravity Fields 2012 and gave a presentation on plans for Gravity Fields 2014.
	CCTV	Supt. Vickers from Lincolnshire Police attended the meeting to talk about a countywide CCTV project. He informed councillors that the early intention had been to move to a one or two control room model, however, partners' preferred model was individual control rooms. Supt Vickers explained that the county's Safer Communities Team was working with Procurement Lincolnshire so that, as district councils replaced their equipment they would be brought onto a compatible platform. In that way, any future exercise to reduce the number of control rooms would be simplified. The Committee asked through a follow-up letter for a copy of the technical studies that had been produced to support the work and a written copy of the brief given to Procurement Lincolnshire. They also asked who would carry out any cost benefit analysis on the letting of future contracts.
	Defibrillators	Following consideration by Cabinet, a number of follow-up questions were asked. The Committee tasked officers to supply this information to Cabinet.

15 October 2013	Performance – annual report 2013/14	<p>The annual performance report for 2012/13 was presented to the Committee. The report highlighted key projects that took place during the reporting period. Members noted that throughout the year two performance improvement plans had been prepared: one relating to staff sickness and the other to the amount of time taken to determine planning applications. Improvements in performance had subsequently been reported in both areas.</p> <p>During discussion the committee raised a number of different subjects, which included: street scene in Bourne, CO2 emissions, fly-tipping, recycling campaigns, Bourne Core Area, Gravity Fields 2014 and leisure centres.</p>
	Procurement Lincolnshire - feedback	The Committee received an update report from Procurement Lincolnshire. The update covered recommendations that had been made by the Committee as part of its scrutiny review of the service. The Procurement Advisory Board was scheduled to formally consider topics relating to the Committee's recommendations at its meeting in November 2013.
26 November 2013	Performance – Q1 & Q2 report	A report on performance during the first two quarters of 2013/14.
18 February 2014	Performance – Q3 report	
8 April 2014	Improving Broadband in rural areas	Review work undertaken by onLincolnshire
	Gravity Fields – review of long-term outcomes	
June 2014	Performance – Q4 report	
	Conclusion of work on Member Development	
August 2014	Performance – Q1 report	
October 2014		

November 2014	Performance – Q2 report	
January 2015		
February 2015	Performance – Q3 report	

April 2015		

Specific topics from the housing programme of work and items relating to planning matters will be programmed in as they emerge

Working Group Membership

Working Group	Members
Defibrillator/First Aid Working Group COMPLETED. REPORTED TO COMMITTEE ON 11/06/13	Councillor Paul Cosham Councillor Mrs Rosemary Kaberry-Brown Councillor Bob Sampson Councillor Mrs Judy Smith
Planning matters	Councillor Helen Powell Councillor Paul Cosham Councillor Alan Davidson Councillor David Nalson
CCTV working group DISBANDED	Councillor Helen Powell Councillor Alan Davidson Councillor Reg Howard
Representatives on Outside Bodies Working Group COMPLETED. REPORTED TO COMMITTEE ON 22/01/13	Councillor Michael King Councillor Bob Sampson