

Report of	Meeting	Date
Chief Executive	Overview and Scrutiny Committee	16 July 2015

SCRUTINY WORK PROGRAMME FOR 2015/16

PURPOSE OF REPORT

- To agree the work programme for the Overview and Scrutiny Committee for 2015/16.

RECOMMENDATION(S)

- That the next scrutiny topic be a review of the Single Front Office project that is currently being delivered by the Council.
- To consider whether or not to schedule any other topics for a scrutiny review in 2015/16.
- To agree a crime and disorder related topic for scrutiny in 2015/16.

Confidential report Please bold as appropriate	Yes	No

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	√	A strong local economy	
Clean, safe and healthy communities	√	An ambitious council that does more to meet the needs of residents and the local area	√

BACKGROUND

- The Council's Overview and Scrutiny Committee oversees the work of the Executive and looks in detail at the quality of the Council and other local services that affect the lives of people in Chorley. The Committee manages the Overview and Scrutiny function, deals with 'light touch' reviews and policy development works and oversees and monitors any reviews that are undertaken by its appointed Task Groups. This report sets out each broad area of work and provides information and options for the Committee to consider for the 2015/16 work programme.

SCRUTINY TASK GROUP REVIEWS

- At the end of 2015/16 there was one task group that had not been completed. The review of Public Transport Issues is nearing completion but needs further meetings to formulate its

recommendations. The Chair, Councillor Robert Fynamore and Vice Chair, Councillor Julia Berry have not been appointed to Overview and Scrutiny Committee this year but are prepared to see the review through to its conclusion. It is hoped that the final report will be brought to the meeting of the Committee in October.

8. The following potential scrutiny review topics have been received from Members:
 - **Communication** – the role of the communications team, how officers communicate with councillors and how information is shared with partners.
 - **Health and Wellbeing Board** – its role and how effective the arrangements are.
 - **PCSO's** – level of service being provided in view of reduced budgets.
9. However, one topic, the Council's Contact Centre has been on the Committee's Work Programme for the last couple of years. The Council are committed to the **delivery of a Single Front Office** where services are delivered as far as possible at the first point of contact. This is an area that the Performance Panel have looked at in the past with a view to recommending a more detailed task group review.
10. It is intended that the migrating of processes to the front office will achieve significant savings and improve and sustain good performance in service delivery. The project has resulted in a lot of changes to working processes across the Council and staff are undertaking an intense training programme to ensure its success. **A review by Members at this stage of its delivery is considered to be quite timely and if agreed, nominations for a Chair to lead this review are invited from the Committee.**
11. Once a review topic has been chosen by the Committee a Chair should be appointed and membership will be sought from all none executive members in the Council.

OVERVIEW AND SCRUTINY PERFORMANCE PANEL

12. The Committee's dedicated Performance Panel will continue to meet four times a year to examine the Council's performance indicator and statistic information. Six Overview and Scrutiny Members are appointed to this panel that provides them with an opportunity for them to look in detail at how specific services are performing against targets that have been set. They also focus on an area of underperformance or concern that is chosen for further scrutiny and the relevant Executive Member is invited to attend the meeting. The findings are reported back to the Overview and Scrutiny Committee. This year's Panel consists of the following Members:
 - Councillor John Walker (Chair)
 - Councillor Hasina Khan (Vice Chair)
 - Councillor Paul Clark
 - Councillor June Molyneaux
 - Councillor Alistair Morwood
 - Councillor Debra Platt
13. The Panel has already held its first meeting where Councillor Beverley Murray, Executive Member (Community Services) attended to answer questions about the Time Credits process and delivery of the Play, Open Spaces and Playing Pitch Strategy.

COMMUNITY SAFETY SCRUTINY

14. The Overview and Scrutiny Committee has a duty to scrutinise the work of their local Community Safety Partnership (the Safer Chorley and South Ribble Partnership) at least

once a year. The Chorley and South Ribble Community Safety Partnership consists of a number of key agencies who form a statutorily determined Responsible Authority Group (RAG).

15. In previous years the RAG has met on a quarterly basis to oversee the delivery of the partnerships strategic assessment. In 2014 it was determined that, in an effort to increase partners capacity, the number of meetings would be reduced to one single meeting per year with the ability for any Responsible Authority Group partner to call an extraordinary meeting as necessary and last year the decision was taken review the new arrangements to understand if the changes had worked or if any improvements could be made.
16. The Committee will need **to agree a crime and disorder related topic to review this year** and suggestions from the membership are sought.

IMPLICATIONS OF REPORT

17. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

COMMENTS OF THE STATUTORY FINANCE OFFICER

18. There are no financial implications associated with the report.

COMMENTS OF THE MONITORING OFFICER

19. No comments.

GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
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