

## **OSC Work Programme 2014-15**

**LEAD OSC MEMBER; Cllr John Kane (CHAIR)**

**LEAD OFFICER: Andrea Smith, Policy & Scrutiny Officer**

**REPORT AUTHOR: Andrea Smith, Policy & Scrutiny Officer**

**Why has this report come to the Overview and Scrutiny Committee?** (e.g. Committee request, update report)

This report provides Overview and Scrutiny Committee (OSC) with details on the proposed OSC work programme and the approach taken in deciding the topics for 2014-15.

### **SUMMARY:**

Overview and Scrutiny Committee are responsible for the development of their own annual work programme. The process for completing this exercise is in line with the Part 8 of the Council's Constitution.

The consultation of the work programme commenced in mid May 2014 and has recently been evaluated to enable members to commence work during 2014-15.

This report sets out the proposal for OSC Work Programme 2014-15.

### **RECOMMENDATIONS:**

**That OSC;**

- **Note the approach taken in the development of the work programme 2014-15**
- **Agree the proposed Work Programme for 2014-15**
- **Contribute to the impending scoping work for the 2014-15 work programme.**
- **Note that further reports will be submitted to update on progress.**

## **1. BACKGROUND**

- 1.1 It is the responsibility of the Overview and Scrutiny Committee to select topics for overview and scrutiny and to set an annual work programme for itself at the beginning of each municipal year.

The work programme will comprise priority issues, so as to allow for the inclusion of ad hoc and urgent items during the year.

It is important for the Committee to report its workings and recommendations for future work programmes to full Council at least once a year.

## **2. Framework for development of the work plan.**

### **2.1 Consultation**

Consultation on the work programme began week commencing 19th May and ended 4th July 2014.

All members and relevant officers, along with a range of Council partners were sent a suggestions form to complete and return with suggestions (see appendix a). Eighteen suggestions were received and put forward for consideration at evaluation.

The Council also set up an on-line questionnaire which provided the general public with the opportunity to be involved, however there were no responses using this approach.

### **2.2 Structured approach**

The evaluation panel met on 15th July 2014, panel members were:

Cllr John Kane, Chair OSC  
Cllr Jackie Bowman, Deputy Chair OSC  
Cllr Ian Hill, OSC member  
Andrea Smith, Policy & Scrutiny Officer (facilitator)

An additional three members and council officer were invited to evaluated, however were unable to attend.

The development of the 2014-15 OSC work programme was carried out in line with Copeland's Constitution, Chapter 8, section 2 of Copeland Borough Council's Work Programme & Prioritisation Protocol.

An initial filtering of suggested topics was carried out, in an open and transparent way.

A structured approach to topic selection was taken, and followed a three stage selection process;

Stage 1 - Use to assess reason for topic selection

Stage 2 - Use to confirm there is a reason to reject

Stage 3- Use to look at rationale and desired outcomes

Stage one was weighted, with a maximum of 20 points available.

Those topics filtered out at the preliminary stage will however be included in the 2014-15 work programme, as part of an information update and/or learning and development opportunity, as it was felt that these subjects whilst of lower priority, were still important for members.

### **3. Proposals**

#### **3.1 It is proposed that the following task and finish groups will be a priority of the Overview and Scrutiny Committee during 2014-15.**

Task and Finish groups;

1. Health and Wellbeing in Copeland (including the Role for Copeland in the H&W Being Forum/Healthwatch in Copeland and Hospital Service Provision)
2. Impact of Welfare Reform
3. Relationships with Partners

OSC may also include Disabled Facilities Grants (Better Care Fund) within the work programme, if time and resources allow. It is anticipated that this work be carried out following the introduction of the 5 year strategy towards the end of the year.

In respect of the other suggestions put forward the evaluation panel has suggested that Overview and Scrutiny Committee invite relevant officers and/or members as well as external partners to provide either information or update reports, for information only on the following topics;

Homelessness Prevention

Youth regeneration

Grants

Community leaders role in external funding

Final year Carbon Reduction Target  
Access to services - Transport  
Parking for vehicles on street  
Revenues & Benefits (Performance)  
Number of wind turbines in Copeland  
Impact of the Directly Elected Mayor (standing agenda item for the next 12 months)  
Burials and Bereavement

- 3.2 It is proposed that the scoping work for the task and finish groups will commence with Health and Wellbeing in Copeland, on 11th August 2014.

The draft OSC timetable (see appendix b) provides a summary timescales for other key task and finish projects as well as proposed training for OSC members during 2014-15.

#### **4. CONCLUSION**

- 4.1 Overview and Scrutiny have carried out a consultation exercise to a wide range of members, officers, external partners as well as inviting the community to get involved and provide feedback on suggestions for inclusion in the 2014-15 work programme.

A group of members were involved in the evaluation of topics that were put forward and have concluded their 2014-15 work programme (see appendix c).

The proposal will be presented at the next OSC meeting on 7th August 2014, where members will be asked to support, commit to and approve the work programme and timescales for carrying out this work during 2014-15.

#### **5. STATUTORY OFFICER COMMENTS (IF APPLICABLE)**

##### **5.1 Monitoring Officer Comments**

##### **5.2 Section 151 Officer Comments**

##### **5.3 Equality Impact Assessment (EIA) Comments**

The Council considers the Equality Act 2010 Public Sector equality duty and impact of OSC Work Programme 2014-15 and the impact on the protected characteristics to ensure that we take advantage of any opportunities to advance equalities.

## **6. OTHER CONSULTEE COMMENTS**

**Consultees: Cllr John Kane, Cllr Jackie Bowman, Ann Treble, CLT, Clinton Boyce,**

**Background Paper and Appendices:**

**Appendix a – Questionnaire**

**Appendix b – OSC timetable 2014-15**

**Appendix c – OSC Work Programme 2014-15**



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## Overview and Scrutiny Suggestions Form 2014-15 Work Programme

Name & contact Details (optional)	Topic Suggestion	Will this work make a difference? Yes/NO	Does this directly affect the public interest? If so, tell us how and why?	What are the benefits for the community?	What outcomes will this achieve?	What evidence is there to support this piece of work?

## DRAFT V0.1 Overview and Scrutiny Timetable 2014-15

Lead Support Officer	Andrea Smith Policy & Scrutiny Officer (AS)
OSC Chair	Cllr John Kane (JK)
OSC Deputy Chair	Cllr Jackie Bowman(JB)
Admin Support	P&T Support Officer
OTHER RESOURCES:	£0,000 for Training

[illegible]

[illegible]



[illegible]

## DRAFT V0.1

### Overview and Scrutiny Work Programme 2014-15

Topic	Task	Purpose	Outcomes	Timescale	Lead Member/Officer
<b>KEY PRIORITIES</b>					
Health and Wellbeing in Copeland	Scoping meeting to provide clarity of work		Determined by scoping meeting	Starts 11 <sup>th</sup> August 2014 – end December 2015	Tbc
Impact of Welfare Report	Scoping meeting to provide clarity of work		Determined by scoping meeting	December 2014 – end February 2015	Tbc
Relationships with Partners	Scoping meeting to provide clarity of work		Determined by scoping meeting	January 2015 – end March 2015	Tbc
Disabled Facilities Grants (Better Care Fund)	Scoping meeting to provide clarity of work		Determined by scoping meeting	tbc	tbc
<b>OTHER AGENDA ITEMS FOR OSC MEETINGS</b>					
Homelessness Prevention	Progress Report to OSC	INFORMATION ONLY	OSC are informed on the progress being made against the Council's Strategy and Corporate Plan	9 <sup>th</sup> October 2014	OSC/Debbie Cochrane
Youth regeneration	Progress Report to	INFORMATION	OSC are informed on	9 <sup>th</sup> October 2014	OSC/Julie Betteridge or

	OSC	ONLY	the progress being made against the Council's key priorities		Sarah Mitchell
Grants	Progress Report to OSC	INFORMATION ONLY	OSC are informed on the grants available for Community projects and the performance against the Council's key priorities	2 <sup>nd</sup> December 2014	OSC/Julie Betteridge
Community leaders role in external funding	Discuss and understand and get a consensus about the role of community leaders.	INFORMATION ONLY	Clarity of role.	2 <sup>nd</sup> December 2014	OSC/Julie Betteridge
Final year Carbon Reduction Target	Progress Report to OSC	INFORMATION ONLY	OSC are informed on the performance against the Council's key priorities.	2 <sup>nd</sup> December 2014	OSC/Janice Carol tbc
Access to services - Transport	Invite CCC to report on progress being made following changes to Council's subsidy and how it is meeting community needs in Copeland.	INFORMATION ONLY	Clarity of how the needs of the community are being addressed, in particular within rural communities.	9 <sup>th</sup> February 2015	OSC/CCC
Parking for vehicles on street	Invite CCC to report on progress being made following changes to introduction of on-street parking charges.	INFORMATION ONLY	OSC better informed of CCC policy and understand/informed of future role out of on street parking charges in Copeland. Seek opportunity to influence	7 <sup>th</sup> August 2014	OSC/CCC

			decision making in the future.		
Revenues & Benefits (Performance)	Progress Report to OSC	INFORMATION ONLY	OSC are regularly updated on progress made in the implementation of recommendations following recent review of the shared service	9 <sup>th</sup> October 2014 9 <sup>th</sup> February 2015 8 <sup>th</sup> April 2015	OSC/Share Service Manager
Number of wind turbines in Copeland	Progress Report to OSC	INFORMATION ONLY	OSC are informed on the progress being made against the Council's key priorities	9 <sup>th</sup> February 2015	OSC/Chris Hoban
Impact of the Directly Elected Mayor (standing agenda item for the next 12 months)	To receive regular updates on the progress of the work carried with by Council's Democratic Services Team/LGA on the impending introduction of a Mayor for Copeland	INITIALLY INFORMATION ONLY	OSC are fully informed on progress being made and to enable members support the Council's role prior to and post introduction of a New Mayor for Copeland	Standing Item on OSC agenda during 2014-15	OSC contribute/support where required Council's Officers.
Burials and Bereavement	Progress Report to OSC	INFORMATION ONLY	OSC are informed on the progress being made against the Council's key priorities	11 March 2015	OSC/John Davis