

THE OVERVIEW AND SCRUTINY COMMITTEE

23 May 2016

APPOINTMENT OF COUNCILLORS TO LEAD INFORMAL SCRUTINY GROUPS  
AND TO EXTERNAL BODIES RELATED TO SCRUTINY FOR THE 2016/17  
MUNICIPAL YEAR

REPORT OF HEAD OF LEGAL AND DEMOCRATIC SERVICES

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RECENT REFERENCES:

OS134 – Annual Review of Informal Scrutiny Group Recommendations – 18 January 2016

OS146 - Scrutiny Work Programme 2015/16 – 23 May 2016

Minutes of the Independent Review Report of Silver Hill Informal Policy Group (IPG)  
– 5 April 2016

EXECUTIVE SUMMARY:

This Report asks the Committee to confirm six Councillors nominated from its membership to lead Informal Scrutiny Groups (ISGs) for the 2016/17 Municipal Year. These were formally appointed at the Annual Meeting of Council on 18 May 2016. The Councillors will guide and manage previously established ISGs and others that are established during the year. Existing ISGs are set out in the Scrutiny Work Programme (Report OS146 refers, elsewhere on the agenda).

The Report also requests appointments to four other bodies that it would be appropriate for The Overview and Scrutiny Committee to appoint representatives to. These are detailed at paragraph 3 of the Report.

Finally, Members are also asked to confirm appointments proposed by Group Managers to the Covalent Performance Management Software ISG.

RECOMMENDATIONS:

1. That the Committee confirms the six appointments from its membership to lead the Informal Scrutiny Groups (ISG) for the 2016/17 Municipal Year.

2. That the Committee consider appointments to the following external bodies:

- a) Portsmouth City Council – Health Overview and Scrutiny Panel (1 vacancy and deputy)
- b) Centre for Public Scrutiny (CfPS) – Scrutiny Champions Network (1 vacancy)
- c) Partnership for Urban South Hampshire Overview and Scrutiny Committee (1 vacancy and deputy)
- d) Environmental Services Joint Scrutiny Committee (with East Hants District Council) (3 vacancies and 3 deputies)

3. That the Committee establish and appoint (to be proposed by Group Managers), the following Informal Scrutiny Group (ISG) for 2016/17, as a result of discussions by the Independent Review Report of Silver Hill Informal Policy Group (IPG), at its meeting on 5 April 2016:

- (i) Covalent Performance Management Software ISG

Up to six vacancies (including the Chair)

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### APPOINTMENT OF COUNCILLORS TO LEAD INFORMAL SCRUTINY GROUPS AND TO EXTERNAL BODIES RELATED TO SCRUTINY FOR THE 2016/17 MUNICIPAL YEAR

#### REPORT OF HEAD OF LEGAL AND DEMOCRATIC SERVICES

##### DETAIL:

#### 1 Background

- 1.1 This Report asks the Committee to confirm six Councillors nominated from its membership to lead Informal Scrutiny Groups (ISGs) for the 2016/17 Municipal Year. Members are also asked to consider appointments of non-executive Members to four other bodies related to scrutiny.
- 1.2 Members are also asked to confirm appointments proposed by Group Managers to ISGs established at the previous meetings of the Committee and also at full Council (where applicable).

#### 2 Appointments to lead Informal Scrutiny Groups (ISGs)

- 2.1 The ISG lead Councillors guide and manage a previously agreed programme of ISGs throughout the year. These ISGs are set out in the Scrutiny Work Programme (Report OS146 refers, elsewhere on the agenda).
- 2.2 The Committee is therefore asked to confirm the six appointments from its membership to lead Informal Scrutiny Groups (ISGs) for the 2016/17 Municipal Year. These were formally appointed at the Annual Meeting of Council on 18 May 2016.
- 2.3 For information, the existing scrutiny lead Members are as follows:
  - a) Councillor Gemmell
  - b) Councillor Sanders
  - c) Councillor Humby
  - d) Councillor Stallard
  - e) Councillor Hiscock
  - f) Councillor Tod

3. At its meeting on 5 April 2016, the Independent Review Report of Silver Hill Informal Policy Group (IPG) agreed that The Overview and Scrutiny Committee establish a Covalent Performance Management Software Informal Scrutiny Group

(ISG) to consider how Councillors could be encouraged to make use of the facility and whether additional training (and licences) may be necessary. As a result, the Committee will need to consider the formation of this ISG and appoint membership for this ISG for which there are up to six vacancies (including the Chair).

#### 4. Appointments to External Bodies related to Scrutiny

4.1 There are currently four external bodies that it would be appropriate for The Overview and Scrutiny Committee to appoint non-executive Member representatives to. These are detailed below.

#### 4.2 Portsmouth City Council - Health Overview and Scrutiny Panel

This Panel was established by Portsmouth City Council. Its membership is drawn from appropriate interest groups, stakeholders and Councillors from adjoining local authorities 'when discussing issues that have significant effect upon their area'.

The current Winchester City Council representatives are former Councillor Phillips and Councillor Achwal (deputy).

#### 4.3 The Centre for Public Scrutiny (CfPS) – Scrutiny Champions' Network

The CfPS has previously requested a Member representative as a 'scrutiny champion' for the Council. The Member receives a monthly bulletin and is also invited to attend an Annual Conference. The current representative is the Chairman of The Overview and Scrutiny Committee and it is suggested that the Chairman of The Overview and Scrutiny Committee remains as the appointed representative for 2016/17.

#### 4.4 Partnership for Urban South Hampshire Overview & Scrutiny Committee

The Partnership for Urban South Hampshire (PUSH) established a PUSH Overview and Scrutiny Committee in 2007 and it has previously been agreed that the Committee appoint a non-executive representative from those Wards within the PUSH area.

The Council's current representatives are Councillor Gemmell, deputy Councillor Stallard.

#### 4.5 Environmental Services Joint Scrutiny Committee (ESJSC) (with East Hants District Council)

At its meeting held on 17 September 2012, The Overview and Scrutiny Committee established this Joint Scrutiny Committee with terms of reference as set out in Appendix 1. Members are reminded that at its meeting on 7 April 2014, the Committee resolved to change its name from the Joint Environmental Services Scrutiny Committee (JESSC) to the above, to avoid confusion with the Joint Environmental Services Committee (JESC) which is the executive body. The terms of reference were amended to reflect the name change, attached as Appendix 1 below.

The Committee did not meet during 2015/16. However, the membership for the 2015/16 Municipal Year was as follows:

Winchester City Councillors: Lipscomb, Warwick and Weir (deputies: Jeffs, Power and Thacker)  
East Hampshire District Councillors: Onslow (deputy Denston) and two other Councillors (tba)

In order for the meeting to be quorate, three Members from either Winchester City Council or East Hants District Council would need to be present.

At its meeting held on 16 February 2015, the Chairman of The Overview and announced that minutes of the Joint Environmental Services Scrutiny Committee (JESSC) would be taken to future meetings of the Committee for Members' consideration.

#### OTHER CONSIDERATIONS:

##### 5. COMMUNITY STRATEGY AND PORTFOLIO HOLDER PLANS (RELEVANCE TO):

5.1 When appointing to external bodies, the Committee should be satisfied that these arrangements are supporting or scrutinising the delivery of the Council's priorities, or working towards identifying future priorities.

##### 6 RESOURCE IMPLICATIONS:

6.1 Scrutiny is currently undertaken within the existing staffing resources of the Council.

6.2 When selecting the number of ISG topics each year, The Overview and Scrutiny Committee should give consideration to the likely number of meetings that will take place and the officer time that will be required. It is likely that several scrutiny reviews being undertaken consecutively will impact on available resources.

##### 7 RISK MANAGEMENT ISSUES

7.1 None.

#### BACKGROUND DOCUMENTS:

Files held in the Democratic Services Team.

#### APPENDICES:

Appendix 1 - Environmental Services Joint Scrutiny Committee - Terms of Reference

## **Appendix 1**

### **Terms of reference - Environmental Services Joint Scrutiny Committee (ESJSC)**

1. The following principles will apply to the work of the ESJSC:-
  - a) The ESJSC may raise any issues directly with the Joint Environmental Services Committee.
  - b) The ESJSC may also raise any issues with the parent Councils. Each Council will determine its own procedures as to whether the report back will go to the Council's appropriate parent scrutiny committee or direct to their respective Cabinets or portfolio holders.
  - c) An annual report will be produced by the ESJSC and reported to the parent scrutiny committees of each Council.
  - d) Any matters of concern will be referred to the parent Councils if requested by resolution of the Committee or at least 2 or more Members from either authority.
  
2. The role of the ESJSC will be as follows:
  - a) To have a general remit to scrutinise any executive decision made by the Joint Environmental Services Committee.
  - b) To have the right to review Joint Environmental Services Committee policies insofar as the policy concerned relates to the delivery of Environmental Services.
  - c) To have authority to require any member of the Joint Environmental Services Committee or any Officer of the Joint Client Team to assist in its work by attending at a meeting of the Committee, by supplying information or by other means.
  - d) To have an overview of performance and use of resources in respect of the services within the responsibility of the Joint Environmental Services Committee including but not restricted to
    - The Joint Client Team;
    - The Contractors;
    - Implementation of work programmes;
    - Performance against national and local performance indicators;
    - Identification of risks and monitoring action taken to mitigate those risks and responsibility for the monitoring and implementation of action plans.
  - e) To monitor developments within the Project Integra Partnership and scrutinise its performance and policy development in terms of the impact upon the work of the ESJSC.
  - f) To hold the Joint Environmental Services Committee and relevant Portfolio Holders at each authority to account for the services within their areas of responsibility.