

PERTH AND KINROSS COUNCIL**Scrutiny Committee****20 April 2016****SCRUTINY COMMITTEE FORWARD PLANNER 2016/17****Report by Depute Chief Executive, Environment
(Sustainability, Strategic and Entrepreneurial Development)**

This paper presents a forward planner for scrutiny at Perth and Kinross Council during 2016/17.

1 BACKGROUND/ MAIN ISSUES

- 1.1 The Scrutiny Committee supports the Council and its standing committees in examining activities and performance across all service areas. The wide range of responsibilities of the Committee include reviewing the performance of Services and the Council, considering the effectiveness of Council policy and its implementation, conducting a programme of scrutiny reviews, reviewing the Council's arrangements for assessing and managing risk, overseeing the Council's complaints procedure and considering reports by the Scottish Public Services Ombudsman.
- 1.2 Since the Scrutiny Committee was established in 2007, it has worked to further develop its role. This includes ongoing training and guidance for elected members of the Scrutiny Committee, to ensure clarity of their role and remit, and to enable them to effectively examine policy setting and service performance.
- 1.3 Scrutiny Reviews are an important part of the work of the Scrutiny Committee. To date the Committee has undertaken five scrutiny reviews: Implementation of grounds maintenance policy; Integration of policy in respect of the More Choices, More Chances Policy; Learning from Complaints and Customer Feedback; Member Officer Groups; and Charging for Services. The Committee has selected Planning Enforcement as the topic for the Sixth Scrutiny Review. Planning Enforcement is an important element of the planning system and the purpose of the review is to consider how effectively the Council uses its powers.
- 1.4 The experience gained during the fourth review enabled the Scrutiny Committee to revise the 'Guide to Scrutiny at Perth and Kinross Council' to reflect the Committee's learning experiences. The revised guide was approved by the Committee on 11 June 2014.

- 1.5 The Scrutiny Committee continues to strengthen and improve its approach to the scrutiny of Council policy and performance. The Forward Planner 2016/17 at Appendix 1 aims to provide the Committee with clear information on the reports that it will receive. This is to ensure Perth and Kinross Council maintains a strong governance role in respect of performance and resource management over the forthcoming year. It will also enable the Scrutiny Committee to identify improvement actions, and acknowledge the successes of Council Services noted in reports, where no further external scrutiny has been required.

2 SCRUTINY FORWARD PLANNER 2016/17

- 2.1 The Council and its Committees routinely consider a number of key scrutiny and governance reports. The scrutiny and governance reports currently planned for 2016/17 are included in the Forward Planner at Appendix 1. The planner is arranged in date order and contains the title of the scrutiny or the governance report, the lead Service responsible for the report and the Committee(s) which will consider the report. The dates provided are accurate at this time but may be subject to change, i.e. a report may be presented at a later Committee. In addition to these planned reports, the Scrutiny Committee will consider other reports throughout the year as appropriate
- 2.2 The Council is going through a significant period of change and this includes extending the use ALEOS (Arm's Length External Organisations) and the Scrutiny Committee has a key role in scrutinising the effectiveness of these organisations. An internal audit of the governance arrangements for these organisations will be presented to the Audit Committee on 29 June 2016. The outcomes and recommendations from that report are likely to influence the form, content and scheduling of reports to the Scrutiny Committee. These future reports will be inserted into the forward planner appropriately.

3 CONCLUSIONS AND RECOMMENDATION

- 3.1 The Scrutiny Committee Forward Planner 2016/17 provides the Committee with a clear understanding of the key reports it will be required to consider over the forthcoming year.
- 3.2 It is recommended that the Scrutiny Committee notes the outline Scrutiny Committee Forward Planner attached at Appendix 1.

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
Resource Implications	
Financial	None
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	None
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

1.1 Strategic implications

This report supports the delivery of the Community Plan/Single Outcome Agreement 2013-23 and Corporate Plan 2013-18.

1.2 Consultation

The Corporate Performance, Planning and Risk Group has been consulted in the development of this report.

2. BACKGROUND PAPERS

There are no background papers.

3. APPENDICES

Appendix 1: Scrutiny Committee Forward Planner 2016/17

PERTH AND KINROSS COUNCIL

SCRUTINY COMMITTEE FORWARD PLANNER

APRIL 2016 – MAY 2017

(Other Council Committees considering the reports in advance of the Scrutiny Committee are identified in italics)

REPORT TITLE (<i>LEAD SERVICE</i>)	COMMITTEE	DATE
APRIL 2016		
Summary report on Care Inspectorate and HMI Inspections (<i>Education & Children's Services</i>)	Scrutiny	20 April 16
Scrutiny Committee Forward Planner 2016/17 (<i>The Environment Service</i>)	Scrutiny	20 April 16
Fifth Scrutiny Review Follow Up Report – Charging for Services (<i>The Environment Service</i>)	Scrutiny	20 April 16
Modernising Performance Reporting Review – Guiding Principles (<i>The Environment Service</i>)	Scrutiny	20 April 16
Local Government Benchmarking Framework Variance and Comparison Report 2014/15 (<i>The Environment Service</i>)	Scrutiny <i>Council</i>	20 April 16 24 Feb 16
Audit Scotland: Procurement in Councils: Impact Report (<i>The Environment Service</i>)	Scrutiny <i>Strategic Policy and Resources</i>	20 April 16 20 April 16
JUNE 2016		
Service Business Management and Improvement Plan and Annual Performance Reports (<i>All Services</i>)	Scrutiny <i>Lifelong Learning</i> <i>Housing & Health</i> <i>Enterprise & Infrastructure</i> <i>Environment</i> <i>Community Safety</i>	15 June 16 25 May 16 25 May 16 1 June 16 1 June 16 8 June 16
Freedom of Information Performance Report (<i>Corporate & Democratic Services</i>)	Scrutiny	15 June 16
Annual Governance Statement (<i>Corporate & Democratic Services</i>)	Scrutiny	15 June 16
Adult Protection Committee Standards and Quality Report (<i>Housing & Community Care</i>)	Scrutiny	15 June 16
Sixth Scrutiny Review Report – Planning Enforcement (<i>The Environment Service</i>)	Scrutiny	15 June 16

REPORT TITLE (LEAD SERVICE)	COMMITTEE	DATE
SEPTEMBER 2016		
Corporate Business Plan (<i>Depute Chief Executive – Corporate & Community Development Services</i>)	Scrutiny <i>Council</i>	21 Sept 16 22 June 16
Corporate Complaints Annual Report 2015/16 (<i>Corporate & Democratic Services</i>)	Scrutiny	21 Sept 16
Following the Public Pound Code (<i>Corporate & Democratic Services</i>)	Scrutiny	21 Sept 16
NOVEMBER 2016		
Service Business Management and Improvement Plan Six Monthly Performance Reports (<i>All Services</i>)	Scrutiny <i>Lifelong Learning</i> <i>Housing & Health</i> <i>Enterprise & Infrastructure</i> <i>Environment</i> <i>Community Safety</i>	30 Nov 16 2 Nov 16 2 Nov 16 9 Nov 16 9 Nov 16 23 Nov 16
Registration of Births Deaths and Marriages and Civil Partnerships - Inspection Reports by National Records of Scotland (<i>Corporate & Democratic Services</i>)	Scrutiny	30 Nov 16
Attainment in Perth and Kinross Schools (<i>Education & Children's Services</i>)	Scrutiny <i>Lifelong Learning</i>	30 Nov 16 2 Nov 16
Perth and Kinross Child Protection Committee – Standards and Quality Report (<i>Education & Children's Services</i>)	Scrutiny <i>Council</i>	30 Nov 16 5 Oct 16
Report On Care Inspectorate Inspections (<i>Housing & Community Care</i>)	Scrutiny <i>Housing & Health</i>	30 Nov 16 2 Nov 16
Shared Procurement Service Annual Performance Report (<i>Housing & Community Care</i>)	Scrutiny	30 Nov 16
Corporate Annual Performance Report 2015/16 (<i>The Environment Service</i>)	Scrutiny <i>Council</i>	30 Nov 16 5 Oct 16
Fifth Scrutiny Review – Charging for Council Services 18 month update (<i>The Environment Service</i>)	Scrutiny	30 Nov 16
Seventh Scrutiny Review Scoping Report (<i>The Environment Service</i>)	Scrutiny	30 Nov 16

REPORT TITLE (<i>LEAD SERVICE</i>)	COMMITTEE	DATE
FEBRUARY 2017		
Scottish Public Services Ombudsman Reports (<i>Corporate & Democratic Services</i>)	Scrutiny	TBC
Education and Children's Services Standards and Quality Report (<i>Education & Children's Services</i>)	Scrutiny <i>Lifelong Learning</i>	TBC TBC
Housing & Community Care Complaints Report (<i>Housing & Community Care</i>)	Scrutiny <i>Housing & Health</i>	TBC TBC
APRIL 2017		
Summary report on Care Inspectorate and HMI Inspections (<i>Education & Children's Services</i>)	Scrutiny	TBC
Sixth Scrutiny Review Follow Up Report – Planning Enforcement (<i>The Environment Service</i>)	Scrutiny	TBC
Seventh Scrutiny Review Final Report (<i>The Environment Service</i>)	Scrutiny	TBC

