

**PERTH AND KINROSS COUNCIL****Scrutiny Committee****19 April 2017****SCRUTINY COMMITTEE FORWARD PLANNER 2017/2018****Report by Depute Chief Executive**

This paper presents a forward planner for scrutiny at Perth and Kinross Council during 2017/18.

**1. BACKGROUND/ MAIN ISSUES**

- 1.1 The Scrutiny Committee supports the Council, and its standing committees by complementing the role of the committees in scrutinising performance.
- 1.2 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 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.
- 1.3 The Forward Planner 2017/18 (Appendix 1) aims to provide the Committee with clear information on the reports that it will receive. The Planner recognises the role of the Committee in maintaining the Council's strong governance arrangements.

**2 SCRUTINY FORWARD PLANNER 2017/18**

- 2.1 The Council and its Committees routinely consider a number of key scrutiny and performance reports. The reports currently planned for 2017/18 are included in the Forward Planner at Appendix 1.
- 2.2 The dates provided are indicative at this stage and may be subject to change i.e. it may be necessary to revise this forward plan as the Council considers its decision making structure following the Local Government Elections on 4 May 2017. In addition to these planned reports, the Scrutiny Committee will consider other reports throughout the year as appropriate.
- 2.3 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. In addition to the schedule of reports which the Committee is asked to consider, our ALEOs are requested to attend the Committee on a six monthly basis and, where necessary, more frequently.

### 3 CONCLUSIONS AND RECOMMENDATION

- 3.1 It is recommended that the Scrutiny Committee notes the outline Scrutiny Committee Forward Planner contained in Appendix 1.

#### Author

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#### Approved

Name	Designation	Date
Jim Valentine	Depute Chief Executive	6 April 2017

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement/Corporate Plan

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

### 2. Resource Implications

#### Financial

- 2.1 There are no financial implications arising from this report.

#### Workforce

- 2.2 There are no workforce implications arising from this report.

#### Asset Management (land, property, IT)

- 2.3 There are no asset management implications arising from this report.

### **3. Assessments**

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 This report has been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- Assessed as not relevant for the purposes of EqIA

#### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. No further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

#### Sustainability

- 3.4 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.5 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

#### Legal and Governance

##### Internal

- 3.6 The Head of Legal and Governance has been consulted in the preparation of this report.

##### External

- 3.7 No external consultation was required in the preparation of this report.

##### Risk

- 3.8 Not applicable.

#### **4. Consultation**

##### Internal

- 4.1 The Council's Performance, Planning and Risk Group has been consulted in the development of this report as have the Head of Legal and Governance, Head of Democratic Services and chief Internal Auditor.

##### External

- 4.2 No external consultation was required.

#### **5. Communication**

- 5.1 There is no communications plan for this report

#### **2. BACKGROUND PAPERS**

There are no background papers.

#### **3. APPENDICES**

Appendix 1: Scrutiny Committee Forward Planner 2017/18

**PERTH AND KINROSS COUNCIL**  
**SCRUTINY COMMITTEE FORWARD PLANNER**

**APRIL 2017 – MARCH 2018**

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

<b>REPORT TITLE (LEAD SERVICE)</b>	<b>COMMITTEE</b>	<b>DATE (to be confirmed)</b>
<b>APRIL 2017</b>		
Scrutiny Committee Forward Planner 2017/18 <i>(The Environment Service)</i>	Scrutiny	19 April 17
Summary report on Care Inspectorate and HMI Inspections <i>(Education &amp; Children's Services)</i>	Scrutiny	19 April 17
Sixth Scrutiny Review Follow Up Report – Planning Enforcement <i>(The Environment Service)</i>	Scrutiny	19 April 17
Seventh Scrutiny Review Final Report – Role of Scrutiny in a Changing World <i>(Corporate &amp; Democratic Services)</i>	Scrutiny	19 April 17
<b>JUNE 2017</b>		
Service Business Management and Improvement Plan and Annual Performance Reports <i>(All Services)</i>	Scrutiny <i>Lifelong Learning Housing &amp; Health Enterprise &amp; Infrastructure Environment Community Safety</i>	21 June 17 31 May 17 31 May 17 7 June 17 7 June 17 tbc
Freedom of Information Performance Report <i>(Corporate &amp; Democratic Services)</i>	Scrutiny	21 June 17
Annual Governance Statement <i>(Corporate &amp; Democratic Services)</i>	Scrutiny	21 June 17
Adult Protection Committee Standards and Quality Report <i>(Housing &amp; Community Care)</i>	Scrutiny	21 June 17

REPORT TITLE (LEAD SERVICE)	COMMITTEE	DATE (to be confirmed)
Shared Procurement Service Annual Performance Report ( <i>Corporate &amp; Democratic Services</i> )	Scrutiny	21 June 17
Local Government Benchmarking Framework	Scrutiny	21 June 17
Following the Public Point Code ( <i>Corporate and Democratic Services</i> )	Scrutiny	21 June 17
<b>SEPTEMBER 2017</b>		
Corporate Complaints Annual Report 2015/16 ( <i>Corporate &amp; Democratic Services</i> )	Scrutiny	13 Sept 17
Corporate Business Plan (Update) ( <i>Depute Chief Executive – Corporate &amp; Community Development Services</i> )	Scrutiny Council	13 Sept 17  tbc
Sixth Scrutiny Review further follow-up Report – Planning Enforcement ( <i>The Environment Service</i> )	Scrutiny	13 Sept 17
<b>NOVEMBER 2017</b>		
Service Business Management and Improvement Plan Six Monthly Performance Reports ( <i>All Services</i> )	Scrutiny <i>Lifelong Learning</i> <i>Housing &amp; Health</i> <i>Enterprise &amp; Infrastructure</i> <i>Environment</i> <i>Community Safety</i>	29 Nov 17 1 Nov 17 1 Nov 17 8 Nov 17 8 Nov 17 Tbc
Progress report on the Raising Attainment Implementation Plan ( <i>Education &amp; Children's Services</i> )	Scrutiny <i>Lifelong Learning</i>	29 Nov 17
Perth and Kinross Child Protection Committee – Standards and Quality Report ( <i>Education &amp; Children's Services</i> )	Scrutiny Council	29 Nov 17 Tbc
Registration of Births Deaths and Marriages and Civil Partnerships - Inspection Reports by National Records of Scotland ( <i>Corporate &amp; Democratic Services</i> )	Scrutiny	29 Nov 17

REPORT TITLE (LEAD SERVICE)	COMMITTEE	DATE (to be confirmed)
Report On Care Inspectorate Inspections ( <i>Housing &amp; Community Care</i> )	Scrutiny <i>Housing &amp; Health</i>	29 Nov 17 1 Nov
Corporate Annual Performance Report 2015/16 (Corporate & Democratic Services)	Scrutiny	29 Nov 17
<b>FEBRUARY 2018</b>		
Education and Children's Services Progress report on the Children's Service Plan ( <i>Education &amp; Children's Services</i> )	Scrutiny <i>Lifelong Learning</i>	Tbc
Scottish Public Services Ombudsman Reports ( <i>Corporate &amp; Democratic Services</i> )	Scrutiny	Tbc
Housing & Community Care Complaints Report ( <i>Housing &amp; Community Care</i> )	Scrutiny	Tbc
<b>APRIL 2018</b>		
Summary report on Care Inspectorate and HMI Inspections ( <i>Education &amp; Children's Services</i> )	Scrutiny	Tbc