

FOR PUBLICATION

AGENDA ITEM

SCRUTINY MONITORING - PROGRESS REPORT AND PROGRAMME MANAGEMENT

MEETING: ENTERPRISE AND WELLBEING SCRUTINY
COMMITTEE

DATE: 23 APRIL 2014

REPORT BY: POLICY AND SCRUTINY OFFICER

WARD: ALL

KEY DECISION REFERENCE (IF
APPLICABLE): N/A

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BACKGROUND PAPERS FOR PUBLIC REPORTS: Report to Enterprise and Wellbeing Scrutiny
Committee on 05.06.14 and Cabinet on 23.09.14.

1.0 PURPOSE OF REPORT

- 1.1 To report on progress in implementing scrutiny recommendations approved by Cabinet, reference EW5 on the attached Scrutiny Monitoring form.
- 1.2 To provide options for monitoring programme management in relation to scrutiny recommendations approved by Cabinet, reference EW5 on the Scrutiny Monitoring form, and the general monitoring programme.

2.0 RECOMMENDATION

- 2.1 To receive and consider the progress report at Section 4.
- 2.2 To receive and consider monitoring work programme management at Section 5.
- 2.3 To consider and agree the monitoring programme.

3.0 BACKGROUND

3.1 Item reference EW5 on the Scrutiny Monitoring Form attached to this report, is scheduled for a progress report to this committee meeting. The recommendations arose from the (originally named) Scrutiny Project Group on New Leisure Facilities. The recommendations approved for implementation monitoring are :

1. That the best practice guidance and principles for community engagement, as highlighted in the Council's Community Engagement Strategy are considered throughout the life of projects including pre-decision consultation.

2. That where possible and appropriate, pre-consultation dialogue takes place with key stakeholders, this may include Community Assemblies, service users, special interest groups, employees etc. particularly for major projects and decisions.

3. That for projects impacting on employees a strong and sustained internal communications and engagement plan is developed which includes a variety of opportunities to engage in the decision making process.

4.0 PROGRESS REPORT FOR MONITORING

4.1 Regarding the progress in relation to **Leisure Services**, the Policy Manager has explained that since the recommendations were approved by Cabinet there has not been any major external consultation and engagement activities in the Leisure Service and therefore nothing yet to report. However there have been improvements to internal consultation and communications to respond to recommendation three. Improvements include:

4.1.1 Regular away days for key staff focusing on a variety of issues including customer service, employee engagement, service planning etc.

4.1.2 Key message newsletters for staff unable to attend team meetings regularly.

4.1.3 Improved circulation of Borough Bulletin staff newsletter.

4.2 The Policy Service has been commissioned to develop an engagement programme in partnership with Leisure Services on the usage of the old Queens Park Leisure Centre site, this will take place after the elections. There will also be consultation in the lead up to the opening of the new site including programming matters.

It is proposed to bring a progress report to the June meeting of Enterprise and Wellbeing Scrutiny Committee when there will be a better idea of the direction for the engagement programme for Leisure and this will take into account the scrutiny recommendations.

- 4.3 Regarding progress in relation to **corporate delivery** of consultation and engagement, the Policy Manager would be happy to attend a future meeting of the appropriate Scrutiny Committee (see below), to explain how the guidance and support for engagement activity, including pre-consultation, has been strengthened and to share examples of engagement plans.

5.0 SCRUTINY MONITORING / WORK PROGRAMME MANAGEMENT

- 5.1 The recommendations at Section 3 above resulted from the work of the (originally named) Scrutiny Project Group on New Leisure Facilities, which falls within the work programme remit of this scrutiny committee (Enterprise and Wellbeing).
- 5.2 The recommendations generated however also relate to a council wide / corporate approach to consultation and engagement, not solely that of the Leisure Service. And going forwards it is proposed that some scrutiny monitoring of progress of the corporate elements be undertaken by the Community, Customer and Organisational Scrutiny Committee which has the remit for consultation / engagement and organisational matters.
- 5.3 It is suggested, for continuity, that the business item remain on the work programme for the Enterprise and Wellbeing Scrutiny Committee, for monitoring of the relevant Leisure Service elements. And it is also suggested it be included on the work programme of the Community, Customer and Organisational Scrutiny Committee for monitoring of those corporate elements falling within the remit of that committee.
- 5.4 However Members should also note that the Overview and Performance Scrutiny Forum does have a remit for scrutiny of corporate matters including corporate policy, resources and performance matters, but not specifically consultation and engagement though this could be considered to be a corporate policy.
- 5.5 The Forum does also have a role, when needed, to help co-ordinate scrutiny work programme business, and Members may wish to seek a view from the Forum regarding the allocation of this item of business.

6.0 CORPORATE CONSIDERATIONS

- 6.1 There are no risk, financial, legal or equalities considerations arising from the contents of this report.

7.0 RECOMMENDATIONS

- 7.1 To receive and consider the progress report at Section 4.
- 7.2 To receive and consider monitoring work programme management at Section 5.
- 7.3 To consider and agree the monitoring programme.

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 To enable the Scrutiny Committee to monitor implementation of scrutiny recommendations approved by Cabinet, to ensure the work of scrutiny impacts positively on service delivery and the benefits are received by people in our community.
- 8.2 To enable effective and efficient work programme and scrutiny business management.

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You can get more information about this report from
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