



Scrutiny Committee

Tuesday 30th July 2019

1.30 pm

**Council Chamber B
Council Offices, Brympton Way
Yeovil, BA20 2HT**

(disabled access and a hearing loop are available at this meeting venue)



The following members are requested to attend this meeting.

Chairman: Crispin Raikes
**Vice-
chairmen:** Sue Osborne and Gerard Tucker

Robin Bastable
Louise Clarke
Nicola Clark
Brian Hamilton

Charlie Hull
Mike Lock
Paul Maxwell
Robin Pailthorpe

Jeny Snell
Mike Stanton
Rob Stickland

If you would like any further information on the items to be discussed, please contact the Case Services Officer (Support Services) on 01935 462596 or democracy@southsomerset.gov.uk

This Agenda was issued on Monday 22 July 2019.

Alex Parmley, Chief Executive Officer

This information is also available on our website www.southsomerset.gov.uk and via the mod.gov app



Information for the Public

What is Scrutiny?

The Local Government Act 2000 requires all councils in England and Wales to introduce new political structures which provide a clear role for the Council, the Executive and non-executive councillors.

One of the key roles for non-executive councillors is to undertake an overview and scrutiny role for the council. In this Council the overview and scrutiny role involves reviewing and developing, scrutinising organisations external to the council and holding the executive to account

Scrutiny also has an important role to play in organisational performance management.

The Scrutiny Committee is made up of 14 non-executive members and meets monthly to consider items where executive decisions need to be reviewed before or after their implementation, and to commission reviews of policy or other public interest.

Members of the public are able to:

- attend meetings of the Scrutiny Committee except where, for example, personal or confidential matters are being discussed;
- speak at Scrutiny Committee meetings (limited to up to 3 minutes per person and at the Chairman's discretion usually no more than a total of 15 minutes is allocated for public speaking); and
- see agenda reports.

Meetings of the Scrutiny Committee are held monthly on the Tuesday prior to meetings of the District Executive at 10.00am in the Council Offices, Brympton Way, Yeovil.

Agendas and minutes of these meetings are published on the Council's website www.southsomerset.gov.uk.

Further information can be obtained by contacting the agenda co-ordinator named on the front page.

Recording and photography at council meetings

Recording of council meetings is permitted, however anyone wishing to do so should let the Chairperson of the meeting know prior to the start of the meeting. The recording should be overt and clearly visible to anyone at the meeting, but non-disruptive. If someone is recording the meeting, the Chairman will make an announcement at the beginning of the meeting. If anyone making public representation does not wish to be recorded they must let the Chairperson know.

The full 'Policy on Audio/Visual Recording and Photography at Council Meetings' can be viewed online at:

<http://modgov.southsomerset.gov.uk/documents/s3327/Policy%20on%20the%20recording%20of%20council%20meetings.pdf>

Scrutiny Committee

Tuesday 30 July 2019

Agenda

Preliminary Items

1. Minutes

To approve as a correct record the minutes of the previous meeting held on 2 July 2019.

2. Apologies for absence

3. Declarations of Interest

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting.

4. Public question time

5. Issues arising from previous meetings

This is an opportunity for Members to question the progress on issues arising from previous meetings. However, this does not allow for the re-opening of a debate on any item not forming part of this agenda.

6. Chairman's Announcements

Items for Discussion

7. Verbal update on reports considered by District Executive on 4 July 2019 (Page 4)

8. Customer Focussed Performance (Page 5)

9. Quarterly Corporate Performance Report 2019-20 - Quarter 1 (Q1) (Page 6)

10. Reports to be considered by District Executive on 1 August 2019 (Page 7)

11. Verbal update on Task and Finish reviews (Page 8)

12. Update on matters of interest (Page 9)

13. Scrutiny Work Programme (Pages 10 - 11)

14. Date of next meeting (Page 12)

Agenda Item 7

Verbal update on reports considered by District Executive on 4 July 2019

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 4 July 2019.

The draft minutes from the District Executive meeting held on 4 July 2019 have been circulated with the District Executive agenda.

Agenda Item 8

Customer Focussed Performance

Director: Martin Woods – Service Delivery Director
Lead Officer: Sharon Jones – Customer Focused Team Manager, Service Delivery
Contact Details: Sharon.jones@southsomerset.gov.uk 01935 462565

Purpose of the Report

To provide members of the Scrutiny Committee with a verbal update of the latest performance information for the Customer Focussed team and the different customer access routes to services.

Actions Required

Members are invited to provide feedback and make suggestions to help make services more accessible for our customers.

Agenda Item 9

Quarterly Corporate Performance Report 2019-20 – Quarter 1 (Q1)

Lead Specialist: Charlotte Jones, Lead Specialist People, Performance and Change
Lead Officer: Cath Temple, Specialist - Performance
Contact Details: Cath.temple@southsomerset.gov.uk or (01935) 462587

Action Required

Scrutiny Committee consider and comment on the report. Feedback on the new design and layout is welcomed, the purpose of the report is to be clear and accessible to members and the wider public.

The report will be published as part of the agenda for District Executive's August meeting.

Financial Implications

1. There are no direct financial implications related to this report.

Risk Matrix – this report is for information only – no risk profile.

Council Plan Implications

2. This report is consistent with the Council Plan 2016 – 2021

Carbon Emissions and Climate Change Implications

3. There are no direct implications

Equality and Diversity Implications

4. There are no direct implications

Privacy Impact Assessment

5. There are no direct implications

Background Papers

Council Plan 2016-2021 & Annual Action Plan 2018/19

Agenda Item 10

Reports to be considered by District Executive on 1 August 2019

Lead Officer: Jo Gale, Scrutiny Specialist

Contact Details: joanna.gale@southsomerset.gov.uk or 01935 462077

Overview and Scrutiny Committee members will receive a copy of the District Executive agenda containing the reports to be considered at the meeting on 1 August 2019.

Members are asked to read the reports and raise any concerns/issues with regard to the reports and decisions to be taken at the Overview and Scrutiny Committee meeting on 30 July 2019.

The concerns and views of the Overview and Scrutiny Committee will be reported to the responsible Portfolio Holder and Officer(s) in advance of the District Executive meeting on 1 August 2019 for consideration and response in advance of the decision being taken.

Please note:

The Press and Public will be excluded from the meeting when a report or appendix on the District Executive agenda has been classed as confidential, Scrutiny Committee will consider this in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3 (or for any other reason as stated in the District Executive agenda):
“Information relating to the financial or business affairs of any particular person (including the authority holding that information).”
It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.

Agenda Item 11

Verbal update on Task and Finish reviews

The Task and Finish Review Chairs or Scrutiny Specialist will give a brief verbal update on progress made.

Current Task & Finish Reviews

- Review of Council Tax Support Scheme
 - SSDC Environment Strategy
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Agenda Item 12

Update on matters of interest

Lead Officers: Jo Gale, Scrutiny Specialist
Contact Details: joanna.gale@southsomerset.gov.uk or 01935 462077

Action Required

That members of the Scrutiny Committee note the verbal updates as presented by the Scrutiny Specialist.

Purpose of Report

This report is submitted for information to update members of the committee on any recent information regarding matters of interest to the Scrutiny Committee, and for the Scrutiny Specialist to verbally update members on any ongoing matters.

Scrutiny Work Programme

Meeting Date	Agenda Item	Background/Description	Lead Officer/ Lead Member
3 rd September	Countywide draft Homelessness and rough sleeper strategy	Scrutiny Committee consider the needs assessment, draft countywide strategy, and provide feedback to contribute to the development of the strategy ensuring it is robust.	Leisa Kelly/Alice Knight/Val Keitch

The Somerset Waste Board and Somerset Waste Partnership Forward Plan of key decisions can be viewed at:
<http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=196&RD=0>

Agendas and minutes for the Heart of the South West (HotSW) Local Enterprise Partnership (LEP) Joint Scrutiny Committee can be viewed at:
<https://democracy.devon.gov.uk/ieListMeetings.aspx?CId=456&Year=0>

Current Task & Finish Reviews

Date Commenced	Title and Purpose	Members
16 July 2019	SSDC Environment Strategy, to contribute to the development of the strategy representing the SSDC Community and providing a Councillor perspective.	Cllrs Brian Hamilton, Mike Hewitson, Charlie Hull, Paul Maxwell, Sue Osborne, Dean Ruddle, Mike Stanton, Gerard Tucker, Linda Vjeh
Will commence 1 August 2019	Council Tax Support Scheme, to ensure the Council Tax Scheme is still effective for both recipients and the Council.	Cllrs Tim Kerley, Sue Osborne, Jeny Snell, Rob Stickland,
<p>If you have any suggested topics for Scrutiny Committee to consider please contact Scrutiny Specialist – joanna.gale@southsomerset.gov.uk</p> <p>The Overview and Scrutiny Committee are committed to ensuring they have capacity to contribute to the Council's Transformation programme and therefore fewer Task and Finish reviews may be conducted during the Transformation period).</p>		

Agenda Item 14

Date of next meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 3 September 2019 at 1.30pm in the Main Committee Room, Brympton Way, Yeovil.
