

# Overview and Scrutiny Committee Agenda

Wednesday, 8 September 2021 at 6.00 pm

Muriel Matters House, Breeds Place, Hastings, East Sussex, TN34 3UY

For further information, please contact Democratic Services on 01424 451484 or email: [democraticservices@hastings.gov.uk](mailto:democraticservices@hastings.gov.uk)

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# Agenda Item 3 Public Document Pack

## OVERVIEW AND SCRUTINY COMMITTEE

28 JULY 2021

Present: Councillors Battley (Chair), Patmore (Vice-Chair), Arthur, Beaney, Bishop, Carr, Edwards, Fernado, Pragnell, Roark and Turner

**80. APOLOGIES FOR ABSENCE**

None Received.

**81. DECLARATIONS OF INTEREST**

None Received.

**82. MINUTES OF THE PREVIOUS OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED (unanimously) – that the minutes of the meeting held on 24th June 2021 be approved as a true record.**

**83. OVERVIEW AND SCRUTINY PROPOSED WORK PROGRAMME FOR THE 2021-22 MUNICIPAL YEAR**

The Chair gave an overview of the programme broken up into the quarterly areas of inquiry. Although the programme indicates items planned for each quarter, the Committee will be taking a flexible approach in response to the pandemic. In addition to the previously published programme, the Overview and Scrutiny Committee will review the DFG funding and scrutinise relationships with HBC housing partners. This additional work is proposed for the quarter three meeting.

The Managing Director gave an update on the Covid situation in the Borough. The number of infections is still high, fluctuating at around 300 cases per 100,000. The number of patients admitted to the hospitals doubled this week and is now 30. 25% of those are young, unvaccinated adults. Self-isolation hasn't impacted the council operations just yet as many members of staff keep working from home. There are resilience plans in place in case of staff shortages in essential services. A lot of work is being done with local businesses to ensure that premises are safe whilst maintaining business continuity. Council is working closely with NHS to deliver the adult vaccinations programme. The Managing Director thanked councillors and staff involved in vaccination rollout.

The Council is getting ready to lead through the recovery from the pandemic. A road map with recovery guidance has been created. At the moment, the Council is in the "reflect" phase. The teams returned their feedback, and management is looking into rebuilding the resilience of their staff. They are looking into adapting new innovative working models implemented during the pandemic. Services are supported with plans and short-term measures to deal

## OVERVIEW AND SCRUTINY COMMITTEE

28 JULY 2021

with the backlogs of work while taking care of the current workload and addressing the priorities. Those include the budget deficit, recovery from the pandemic and future funding.

The Managing Director advised that the O&S Committee looks into the DFG process and relationships with partners as a part of their programme. It would be beneficial to invite representatives of those partners as witnesses and review their work.

The Chair thanked the officers involved in the preparations of the programme.

The Leader of the Council thanked the Committee for their commitment and taking on the ambitious programme for the coming year.

**Resolved (unanimously) that the Committee agreed the Overview and Scrutiny work programme for the 2021-22 municipal year, including additional items.**

### 84. AOB

Councillors proposed to invite a member of parliament to the future O&S meeting to ask questions relating to the budget.

(The Chair declared the meeting closed at. 6.20 pm)

# Agenda Item 4



**Report To:** Overview and Scrutiny Committee

**Date of Meeting:** Wednesday, 8 September 2021

**Report Title:** Performance Monitoring Quarter 1 (2021/22) update

**Report By:** Mark Horan (Continuous Improvement and Democratic Services Manager)

**Key Decision:** N/A

**Classification:** Open

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## Purpose of Report

To provide a summary of performance for Quarter 1 (April -June) for 2021/22 including associated performance indicator targets for the year ahead.

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## Recommendation(s)

1. That the Overview and Scrutiny Committee review performance for Quarter 1 and associated performance indicator targets for the year ahead.
2. That staff be thanked for their hard work and achievements to date.

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## Reasons for Recommendations

1. To assist the council to undertake performance and financial monitoring arrangements.

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## Introduction

1. The Council [updated](#) its four year [corporate plan \(2020/24\)](#) in February 2021. This update takes into account new or changed activities brought about as a result of the pandemic.
2. Pre pandemic, the Overview and Scrutiny committee would have ordinarily received performance indicator targets for the year ahead at their quarter four meeting, however given the demands of the pandemic this was not possible.
3. Instead these are included in this report and the Overview and Scrutiny Committee are invited to review performance measures, targets and associated progress for Quarter 1 2021/22.
4. Performance reporting and updates continue to be reported in a Dashboard format and the intention remains to build and improve on the success of the dashboard introduced during 2020/21.

## Performance reporting

1. The Dashboard at the following link sets out the 2021/22 performance measures and progress against these for quarter 1 2021/22.  
<https://www.hastings.gov.uk/my-council/performance/>
2. On the dashboard, a snapshot of overall performance per quarter is given before presenting performance by each service area in bar charts.
3. A RAG rating is used to determine progress where Green reflects performance on track, and Red and Amber are 'exceptions' – will not (Red) or might not (Amber) meet expected performance.
4. When you click on Red, Amber or Green in the bar charts you will then be given further detail on the associated performance measures from within that service area.
5. Where performance is Red or Amber (an exception) an explanation should be provided outlining why expected performance is not being met.
6. In line with the request from the Overview and Scrutiny committee to report by exception, comments are usually only provided for Red and Amber performance status.
7. Where the target is a Performance Indicator (PI) you will be able to view a target where set and the views of the Overview and Scrutiny committee are welcomed on these as per recommendation 1 of this report.
8. At the top of the Dashboard there is a link that will show all service area performance exceptions with a Red or Amber status at quarter one.

## Options

9. No alternative options were considered. Regular performance monitoring is required to ensure the Overview and Scrutiny Committee can undertake its scrutiny function as set out in the Constitution.

## Timetable of Next Steps

10. Please include a list of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible
Record and collate views of O and S on performance	Minutes and associated actions drafted and approved.	15 <sup>th</sup> September 2021	Committee Administrator
Coordinating feedback on questions, queries & issues raised but not addressed at this meeting	O and S Chair approval that issues raised were addressed.	End September 2021	Continuous Improvement and Democratic Services Officers

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## Wards Affected

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## Policy Implications

Reading Ease Score:

**Please identify if this report contains any implications for the following:**

Equalities and Community Cohesiveness	Y/N
Crime and Fear of Crime (Section 17)	Y/N
Risk Management	Y/N
Environmental Issues & Climate Change	Y/N
Economic/Financial Implications	Y/N
Human Rights Act	Y/N
Organisational Consequences	Y/N
Local People's Views	Y/N
Anti-Poverty	Y/N
Legal	Y/N

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## Additional Information

See links in the main body of the report.

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