

OVERVIEW & SCRUTINY PANEL – ACTIONS ARISING

Meeting Date	Report Title and Minute Ref.	Decision / Action	Officer / Member	Officer / Member comments and Target Date
16 May 2017	Update Presentation on Emergency Planning and Business Continuity O&S.6/17	<p>The Panel requested that Members be in receipt of:</p> <ul style="list-style-type: none"> ○ a copy of the presentation; ○ a link to the Community Risk Register; ○ the adopted Guidance for Elected Members on Responses to Major Emergencies; and ○ additional explanatory information on the Devon Resilience Forum; <p>Officers confirmed that, regardless of the time of day or night, the Council was in a position to react immediately to an emergency in the district, with six officers being on call at all times. Whilst this level of resource was currently deemed appropriate by officers, it was recognised that this would need to be subject to regular review by lead officer(s) and Executive Member(s).</p> <p>It was then:</p> <p>RESOLVED That the Panel recognise that the Council has a robust approach to Emergency Planning in place, which is supported by hard working and diligent lead officers.</p>	<p>James Kershaw / Darryl White</p> <p>James Kershaw / Cllr Hopwood</p> <p>James Kershaw</p>	Copies sent to all Members on 16 June.
16 May 2017	Q4 2016/17 Performance Indicators O&S.7/17	- The Panel debated at length the performance of the Planning Enforcement service amidst concerns that the backlog of cases was again on the increase. Having been informed that officers were undertaking a review of the service to ensure that the backlog trend was reversed, Panel Members gave a strong steer to the Executive and officers regarding the importance of this piece of work and	Kate Hamp / Pat Whymer	Work Programme updated accordingly

		<p>requested that it be in receipt of a detailed report at its meeting on 27 July 2017.</p> <ul style="list-style-type: none"> - With regard to the Contact Centre, the lead Executive Member reminded those present of the opportunity for Members to visit the Contact Centre and shadow an officer and confirmed that she had requested that officers set up additional such sessions in the upcoming months. - In response to a request, it was agreed that the Member Hotline Number should be re-circulated and the benefits of using the Skype facility to contact officers was also emphasised. - That the principle of establishing a joint SH/WD Task and Finish Group to review the Performance Indicators and targets be supported, subject to the draft Terms Of Reference being presented to the next Panel meeting on 6 July 2017 for approval; - That the principle of establishing a Contact Centre Review Task and Finish Group be supported, subject to the draft Terms Of Reference being presented to the next Panel meeting on 6 July 2017 for approval. 	<p>Anita Ley / Darryl White</p> <p>Anita Ley / Darryl White</p> <p>Steve Mullineaux</p> <p>Steve Mullineaux</p>	<p>Three sessions have been booked in for Members on 6, 13 and 20 July.</p> <p>Hotline number re-promoted in Members' Bulletin on 30 June 2017.</p> <p>Work programme updated accordingly</p> <p>Work programme updated accordingly</p>
16 May 2017	O+S Annual Report O&S.8/17	<p>The Panel requested that, before being ultimately approved, the paragraph relating to the Sherford Development (page 44 of the presented agenda refers) be amended;</p> <p>That Council be RECOMMENDED to approve the Annual Report for 2016/17, subject to the Sherford Development paragraph (page 44 of the presented agenda report refers) being amended.</p>	<p>Darryl White</p> <p>Darryl White</p>	<p>To be considered at the Special Council meeting on 27 July</p>
16 May 2017	Task and Finish Group Updates	Members recognised the need to re-convene the Group and those in	Helen Dobby / Darryl	The next Group meeting has

	(a) Dartmouth Lower Ferry O&S.9/17(a)	attendance were reminded of the ability for all Members to be able to attend and partake at these meetings.	White	been arranged for Friday, 21 July
16 May 2017	Task and Finish Group Updates (b) Waste and Recycling O&S.9/17(b)	RECOMMENDED That the Executive be RECOMMENDED that <ol style="list-style-type: none"> 1. the key findings of the Waste Working Group be referred to the SH/WD Joint Steering Group and used to inform the Budget Setting process for 2018/19; 2. with immediate effect, the Council furthers discussions with Devon County Council related to disposal costs linked to service design and transfer station use; 3. efficiencies linked to current service delivery (as outlined in the Working Group scope) and at paragraphs 3.4 – 3.11 inclusive are delivered during 2017/18 where proven to be operationally feasible; 4. a charge of £35 per container be imposed on new standard 180 litre wheeled bins for any newly built properties and for any householder requests to be in receipt of additional bins; and 5. the notes arising from meetings of the SH/WD Joint Steering Group be presented to future Panel meetings for consideration. 	Helen Dobby	Reccs to be presented to the Executive on 29 June
16 May 2017	Actions Arising / Decisions Log O&S.10/17	In response to a question, officers gave an assurance that they would ask for a progress update to be circulated to all Members on the pre-application service review.	Pat Whymer	
16 May 2017	Draft Annual Work Programme O&S.11/17	In consideration of its Annual Work Programme, the following comments, additions and amendments were made:- (a) Bearing in mind the likely length of the next Panel meeting agenda on 6 July, Members agreed that the following items should be deferred to a later		

		<p>meeting:</p> <ul style="list-style-type: none"> ○ An overview of the Sickness Absence Monitoring Report; and ○ Health and Safety Policy Progress Report; <p>(b) That an update on Village Housing Initiatives be scheduled on to the Work Programme for the Panel meeting on 24 August 2017.</p>	<p>Andy Wilson Ian Luscombe Alex Rehaag</p>	<p>Both items scheduled on the Work Programme for 24 August</p> <p>Work Programme updated accordingly</p>
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