

Portfolio Holder Update: Culture and Leisure

For Overview and Scrutiny Committee on 26 July 2021

Summary

Lead Member: Councillor Jane March – Portfolio Holder for Culture and Leisure

Lead Directors: Paul Taylor – Director of Change and Communities

Heads of Service: Nicky Carter – Head of HR, Culture and Customer Services (Assembly Hall Theatre, Amelia Scott, Customer Access), Gary Stevenson – Head of Housing, Health and Environment (Parks and Grounds maintenance, Bereavement Services), Jane Fineman – Head of Finance and Procurement (Community Grants)

Report Author: Mark O’Callaghan – Scrutiny and Engagement Officer

Classification: Public document (non-exempt)

Wards Affected: All

Approval Timetable	Date
Portfolio Holder	15 July 2021
Overview and Scrutiny Committee	26 July 2021

Recommendations

Officer recommendations as supported by the Portfolio Holder:

1. That the Portfolio Holder’s Update be noted.

1. Introduction and Background

- 1.1 The Overview and Scrutiny Committee meet with the Cabinet members throughout the year to discuss the progress made towards the Council's priorities.
- 1.2 Statements provided by the Portfolio Holder are attached at Appendix A to the report detailing their responsibilities, partnership involvement, plans and strategies and projects for the year ahead.
- 1.3 The Overview and Scrutiny Committee is keen to understand from the Portfolio Holder their ambitions for the year ahead and how those ambitions will be realised. In particular, Portfolio Holders should focus on how our residents, businesses and visitors will see a difference a result of the actions the Council has taken. The meetings are an opportunity for the Portfolio Holder, in their own words, to explain to the Committee and the public how the Council is making a difference to the lives of residents in the Borough.

Drafting Procedure

- 1.4 The Clerk drafts a template portfolio holder statement which includes the standing responsibilities of the portfolio and asks the Portfolio Holder to add any details of their forthcoming plans.
- 1.5 The Clerk would then send the completed statements to the members of the Committee and ask them to identify the issues they are most interested in.
- 1.6 A list of items the Committee had identified would be provided to the Portfolio Holder who may wish to provide further supporting information, copies of strategies, plans, etc. for inclusion in the report.
- 1.7 Following publication of the report, any final arrangements would be made. Supporting officers may be invited to attend, further supporting documents may be submitted.

Meeting Procedure

- 1.8 At the meeting the procedure is flexible, this is as much an opportunity for the Portfolio Holder to engage with the Committee as for the Committee to scrutinise the Portfolio Holder. The following guidance is offered to help maximise the time:
 - 1.8.1 Portfolio Holders are invited to spend up to five minutes giving an overview of the portfolio and key responsibilities. Information contained in the statement may be taken as read but the Portfolio Holder may set out their personal priorities and discuss some

of the issues which are important but that the Committee had not identified as its priorities.

- 1.8.2 Up to 10 minutes may be spent on presenting on the issues which have been identified by the Committee.
- 1.8.3 Any members of the public who have registered to speak will be invited to address the Committee after the presentation and before the Committee's questions.
- 1.8.4 The majority of the time is expected to be spent on questions and answers with the Committee. Officers may be brought in to provide specific information.

2. Outcomes

- 2.1 The Portfolio Holder's plans and progress update is for information purposes and the Committee will be asked to note the content of the report. However, members may wish to ask questions of the Portfolio Holder and, if necessary, ask that additional information be provided to the Committee at a later date.
- 2.2 The Committee and Portfolio Holder will work together to identify the best ways of doing things in the future – based on learning from past successes – and how the Overview and Scrutiny Committee can help with achieving the Five Year Plan. The Committee would also like to provide effective scrutiny, including opportunities for public engagement to help ensure that the outcomes provide value for money and improvements to public services.
- 2.3 The views of the Portfolio Holder and the Committee will be on public record through the webcast and minutes of the meeting.
- 2.4 As part of the Portfolio Holder Update process, Members of the Committee may wish to consider the process itself to ensure it continues to provide a useful and effective service. Any amendments to the process may be made for future meetings.

3 Appendices and Background Documents

Appendices:

- Appendix A: Portfolio Holder Statement: Communities and Wellbeing (TO FOLLOW)

Exempt appendices (if any):

- None

Background Papers:

- None

4 Cross Cutting Issues

A. Legal (including the Human Rights Act)

The Local Government Act 2000, section 21 enables an Overview and Scrutiny Committee to undertake the following functions:

- (a) Make reports and recommendations to the Executive or Council;
- (b) Review or scrutinise executive decisions;
- (c) Review or scrutinise non-executive decisions;
- (d) Report on any matter affecting the Council's area.

The arrangements outlined in this report are in accordance with functions permitted to be discharged by the Committee.

Patricia Narebor, Head of Legal Partnership, 04 June 2021.

B. Other Implications

This report is for information. There are no decisions directly from this report from and there are no implications. Any recommendations which may be formed from the discussion would be subject to separate decision-making procedures whereby the implications can be fully considered.

Mark O'Callaghan, Scrutiny and Engagement Officer, 16 June 2021.