

**APPENDIX B**

**PERFORMANCE MONITORING PANEL – WORK PROGRAMME 2016/2017**

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date of report to Panel
Swimming Pool and Leisure Centre Contract Task Group	<p>To review the Spalding swimming pool and leisure centre, specifically:</p> <ul style="list-style-type: none"> <li>• To consider performance, in relation to the contract, by the Authority and the contractor, particularly with reference to building maintenance and cleanliness, promotion of the facilities and reinvestment in the facilities;</li> <li>• To look at the Council's performance in monitoring the leisure facilities; and</li> <li>• To learn from the outcomes of this scrutiny, to inform future contracts and contract monitoring.</li> </ul>	1 December 2015	21 January 2016	J R Astill T A Carter G K Dark (Chairman) J L King A M Newton	30 August 2016  To Cabinet 8 November 2016
Performance of the re-letting of voids Task Group	To review the Council's performance of re-letting void properties and to make recommendations to help improve	15 June 2016	3 October 2016	GR Aley (Chairman) MD Booth CJTH Brewis TA Carter	TBC – Early 2017 municipal year
Sir Halley Stewart Playing Field Task Group	Recommendation of the original Task Group to appoint a Task Group on an annual (single meeting) basis for the specific purpose of	15 June 2016		GR Aley JR Astill GK Dark	

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date of report to Panel
	ensuring that the Council remained compliant with Charity Commission Guidance.			PC Foyster AM Newton	
Effectiveness of CCTV Task Group	<p>Purpose of Review – To establish the current situation with regard to CCTV and make recommendations to Cabinet on the way forward.</p> <p>Terms of Reference – To examine the effectiveness of the SHDC CCTV service and prospects for future provision.</p> <p>Panel received update on 8 April 2014 from the Portfolio Holder for Localism and Big Society on the position regarding CCTV. Performance information will be available on the new system in the future, once it becomes operational.  <b>The Task Group will remain in operation to scrutinise performance and will start to do this once the information becomes available.</b></p>	6 November 2012	21 November 2012	B Alcock M Howard R M Rudkin D J Wilkinson (Chairman)  <b>Membership to be considered following District Council Election</b>	Interim report to PMP 29 January 2013 Interim report to Cabinet 19 February 2013. Tracking of recommendations to PMP 26 March 2013 Updates to PMP: 8 April 2014 16 September 2014 25 November 2014 16 September 2015
Leisure Facilities Task Group	To make recommendations, regarding the present and future leisure provision in South Holland.	30 May 2012	21 January 2014	G R Aley (Chairman) D Ashby A Casson G K Dark R Perkins	Interim report presented to joint PMP/PDP – 19 August 2014 To Cabinet 7 October 2014
Joint Task Group incorporating members of	1. By establishing what leisure provision the District Council presently provides,				

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date of report to Panel
<p>the Performance Monitoring and Policy Development Panels.</p>	<p>examining costs, resident satisfaction and competitiveness in order to identify ways of increasing income or reducing expenditure;</p> <p>2. To understand what the District Council wishes to provide and what the public and major employers need;</p> <p>3. To examine the options for future provision either to be supplied by the Council, the private sector or shared management.</p> <p>Agreed at PMP 25 November 2014 – A date for completion of the Business Plan looking at Leisure Services provision, being drawn together by the Community Development and Health Manager, be confirmed by the Assistant Director Community, and that a joint meeting of the Performance Monitoring Panel and Policy Development Panel, for consideration of the document, be arranged.</p> <p>Following consideration of the update to PMP on 3 March 2015 (PDP members were invited to attend), it was agreed that leisure provision must be a priority for the Council, and must be considered as a priority by the next administration following the District Council</p>			<p>S Slade E Sneath S Wilkinson</p> <p>Lead Officer: Phil Adams</p> <p><b>Membership to be considered following District Council Election</b></p>	<p>Tracking of recommendations to PMP 25 November 2014 Update on leisure options to PMP 3 March 2015 (PDP members to attend PMP meeting)</p>

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date of report to Panel
	election.				
To review the development of sporting activities across the district (in light of the possibility of new leisure provision in the future).	<b>June/September 2014???</b> – Leisure Task Group to report to PMP. If this item falls within the remit of the Task Group, remove this from the Work Programme.	31 May 2011			
Scrutiny of the Authority's Emergency Plan	To scrutinise the robustness of the Emergency Plan.  To be considered when there is more capacity in the Work Programme to undertake a new Task Group – agreed at PMP 25 November 2014 that Task Group be set up upon completion of the Sir Halley Stewart Playing Field Task Group.	8 April 2014			
Corporate Communications Strategy	On 31 May 2012, the Panel had expressed its interest in undertaking a piece of work on Communications, in particular communication and consultation by the County Council with the District and Parish Councils and communication by the District Council with Members. The Joint Communications Team Leader attended a meeting on 10 July 2012. The Assistant Director-Democratic Services	31 May 2012			

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date of report to Panel
	provided a briefing on 15 October 2013, advised that there was a timeline for the Communications service review, a report would be available within the next few months, and a strategy would follow.				
The effectiveness of management companies set up to undertake maintenance on residential estates throughout the district past, present and for the future.	Scope to be confirmed.	25 November 2014	To be confirmed	To be confirmed	To be confirmed
The efficiency and effectiveness of the service given to the authority by Lincolnshire Legal Services.	Scope to be confirmed.	25 November 2014	To be confirmed	To be confirmed	To be confirmed