

**REPORT UNDER RULE 2(vi) OF THE COUNCIL PROCEDURE RULES****Annual Report by Councillor Gary Hewson,  
Chair of Performance Scrutiny Committee****Introduction**

Mr Mayor and fellow Councillors, it gives me great pleasure to present to you all this report that gives you a guide to the activity that has taken place from within the role of this Scrutiny aspect of your Council.

Since my previous report to Full Council in 2023 Performance Scrutiny Committee has held ten meetings. These meetings have focused on scrutinising the following agenda items acting in the committee's role as what some might call being a critical friend where things needed questioning. And praising where praise was due.

This is also the case regards Housing Scrutiny Sub-Committee which also comes under myself, and Cllr Vaughan along with committee members of Housing Scrutiny Sub-Committee and Tenants Panel representatives

**Committee Membership and Activity**

The council's Performance Scrutiny Committee consists of the following elected members:

- Cllr Gary Hewson (Chair)
- Cllr Pat Vaughan (Vice-Chair)
- Cllr Natasha Chapman
- Cllr Thomas Dyer
- Cllr Adrianna McNulty
- Cllr Neil Murray
- Cllr Lucinda Preston
- Cllr Anita Pritchard
- Cllr Emily Wood
- Cllr Liz Bushell (Substitute)
- Cllr Annie Currier (Substitute)

These meetings have focused on scrutinising the following agenda items

<b>Agenda item</b>	<b>Committee(s)</b>
Central Lincolnshire Joint Strategic Planning Committee / Local Plan Annual Report 2022/23	September 2023
Scrutiny Annual Report 2022/23	September 2023
Budget Review Process 2024/25	November 2023
Treasury Management and Prudential Code Update Mid-Year Report – 30 September 2023	November 2023
Quarterly Financial Monitoring Reports	November 2023, February 2024, May 2024, August 2024
Quarterly Performance Monitoring Reports	November 2023, February 2024, May 2024, August 2024

<b>Agenda item</b>	<b>Committee(s)</b>
Strategic Risk Register – Quarterly Review	November 2023, February 2024, May 2024, August 2024.
Addressing the Challenge of Climate Change Vision 2025 Progress Report	December 2023, September 2024
Vision 2025 – Remarkable Place Progress Report	December 2023, September 2024
Fire Safety Update	January 2024
Feedback from Budget Review Group	February 2024
Section 106 and Community Infrastructure Levy Contributions Update	February 2024
Treasury Management and Prudential Code – Quarterly Update	February 2024, August 2024
Strategic Performance Measures and Targets 2024/25	March 2024
Treasury Management Stewardship and Actual Prudential indicators Report 2023/24 – Outturn	May 2024
Central Lincolnshire Local Plan Annual Report 2023/24 including financial update	July 2024
Income / Arrears Monitoring Report	July 2024
Protecting Vulnerable People Update	September 2024

Performance Scrutiny Committee has also received and reviewed minutes from the Housing Scrutiny Sub-Committee for the meetings held in August 2023, November 2023, February 2024, March 2024 and August 2024.

### **Portfolio Holder Reports**

On an annual basis Performance Scrutiny Committee receives and scrutinises reports from each of the six Portfolio Holders on the council's Executive. Each report contains details of the progress made towards the council's Vision 2025 strategic priorities through the work of the portfolio and is presented in person by the Portfolio Holder.

Following my last report to Council, Portfolio Holder reports were scrutinised by Performance Scrutiny Committee at each of the following meetings –

<b>Portfolio Holder under Scrutiny Report</b>	<b>Committee</b>
Customer Experience and Review	September 2023
Inclusive Economic Growth	September 2023
Reducing Inequality	November 2023
Remarkable Place	December 2023
Quality Housing	January 2024
Our People and Resources	August 2024
Reducing Inequality	September 2024
Remarkable Place	September 2024

Following Performance Scrutiny Committee each report is presented to Council by the Portfolio Holder.

Due to the schedule of Portfolio Holder reporting being revised in the summer, Portfolio Holder reports for Remarkable Place and Reducing Inequality have been presented to

Performance Scrutiny Committee twice within the past year. These reports will be presented once annually in future years.

### **Financial and Performance Reports**

One of the key roles of the Performance Scrutiny Committee is to scrutinise the council's financial and service area performance on a regular basis. This work has continued throughout the past 12 months, with committee regularly scrutinising the following reports:

- Quarterly Financial Monitoring Reports
- Treasury Management & Prudential Indicators Monitoring Reports
- Quarterly Operational Performance Reports

From quarter 1 2024/25 reporting, the Quarterly Operational Performance Report utilised a refreshed report template. Alongside presenting the performance measure outturn and supporting commentary by directorate, the new template also now presents this information by Portfolio Holder and Vision 2025 priority. This ensures a clear view of performance is provided to fully meet the needs of Performance Scrutiny Committee and Executive members and ensures there is a clearer link to the council's strategic plan. Additionally, case studies are also now included within the report providing examples of success stories during the quarter under each of the Vision priorities.

### **Performance Scrutiny Committee Referral to Executive**

In my previous report I informed members of Council that Performance Scrutiny Committee had referred the performance measure 'DCT 2 – Percentage of invoices that have a purchase order completed' to Executive. This was following members of Performance Scrutiny Committee raising concern over the number of invoices being paid without an associated purchase order. In response the Corporate Management Team endorsed action to increase the number of purchase orders raised. The targets for this measure were also increased.

I am pleased to inform members of Council that the performance of this measure has improved over the past year as a result of this action, with this measure delivering acceptable or above target performance in each quarter from quarter 2 2023/24.

### **Target Setting for 2023/24**

Each year, working with Service Managers, Assistant Directors, Directors and Portfolio Holders, the Corporate Policy & Transformation Team undertake an exercise to review the strategic performance measures. These are those measures which are monitored within each service area and reported on a quarterly basis through to Performance Scrutiny Committee and Executive. This exercise helps to ensure the performance measures reported remain the most appropriate to provide an accurate view of performance.

As part of this annual exercise, all performance measure targets are also reviewed to ensure they remain stretching but achievable and reflect changes in the market place, the strategic direction of the council and consider the current outturn performance.

Volumetric, untargeted, performance measures are also reviewed as part of this exercise to ensure they remain appropriate. These measures are those that a service cannot influence

the outturn but are still valuable for contextual information alongside those targeted measures.

Target setting for 2024/25 commenced in December 2023, with the annual target setting report presented to Performance Scrutiny Committee and Executive for review and approval in March 2024.

### **Budget Review Group and Housing Scrutiny Sub-Committee**

Alongside holding the position of chair of Performance Scrutiny Committee, I am also the chair of the Budget Review Group and the Housing Scrutiny Sub-Committee.

The work of the Budget Review Group and the Housing Scrutiny Sub-Committee directly link into the main Performance Scrutiny Committee.

### **Budget Review Group**

The Budget Review Group has responsibility for scrutinising the robustness of the Draft Medium Term Financial Strategy, provisional budget for the year ahead and the council's Council Tax proposals in advance of presentation to Executive and Council for approval.

For 2024 the Budget Review Group was held on 29 January 2024. Following presentation of the above information, a number of questions were asked by committee members with detailed responses being provided.

The minutes of the Budget Review Group were presented to Performance Scrutiny Committee on 15 February 2024.

### **Housing Scrutiny Sub-Committee**

The Housing Scrutiny Sub-Committee has three main roles:

- 1) To inform Elected Members and Tenant Representatives on the development and implementation of the Housing Revenue Account Business Plan.
- 2) To monitor the performance and delivery of the council's landlord services and functions.
- 3) To enable the Portfolio Holder and housing officers to brief and consult on any proposed policy and procedural changes that might affect the council's housing scrutiny functions.

Since my last report to committee, the Housing Scrutiny Sub-Committee has met on 5 occasions and has considered the following items –

<b>Agenda Item</b>	<b>Committee</b>
Downsizing Policy Update	November 2023
Housing Revenue Account Business Plan 2024/54	November 2023
Lincoln Tenants Panel Project Update	November 2023, March 2024, August 2024, September 2024
Quarterly Performance Monitoring Report	November 2023, March 2024, August 2024, September 2024

<b>Agenda Item</b>	<b>Committee</b>
Adi's Legacy / Hartsholme Community Garden	February 2024
Aids and Adaptations Policy	February 2024
Allocations Breakdown April–December 2023	February 2024
Estate Inspections – Feedback Process	February 2024
Housing 30-Year Business Plan: Summary of Initial Tenants' Consultation	February 2024
Lincoln Tenants' Panel Annual Report	February 2024
Review of Empty Garages	February 2024
Review of the Pet Policy	February 2024
Tenancy Policy	February 2024
Work of Tenancy Sustainability Team	February 2024
Acquisitions Policy	March 2024
Progress Report: Draft Downsizing Policy	March 2024
Report by Councillor D Nannestad, Portfolio Holder for Quality Housing	March 2024
Setting of Performance Targets 2024/25	March 2024
Tenant Involvement Strategy Action Plan	March 2024
Tenancy Strategy	March 2024
Timescale for Scheduled Repairs	March 2024
Update on Insurance Claims Paid – Disrepair Claims Lodged	March 2024
Housing Financial Performance – Quarterly Monitoring	March 2024, September 2024
Directorate of Housing and Investment Compliance Report 2023-24	August 2024
Housing Financial Performance – Outturn 2023/24	August 2024
Income Management and Arrears Policy	August 2024
Neighbourhood Management Policy	August 2024
Pet Policy (Reviewed)	August 2024
Pilot of a new structure for the Tenancy Services Team	August 2024
Tenant Satisfaction Measures Annual Report 2023/24	August 2024
Briefing on Right to Buy and Section 106 Funds	September 2024
Downsizing Policy and Review	September 2024
Housing Management Structure Update	September 2024
Voids Recharges Report	September 2024

I would like to thank Lincoln Tenant Panel members, councillors, the Portfolio Holder for Quality Housing and officers for their contribution to the Housing Scrutiny Sub-Committee.

## Looking Ahead

Before doing so I would like to give my thanks to all those members of the above committees who have not just attended committee but have fulfilled their role of representing the people who elected them by questioning where needed and suggesting where they thought it would be beneficial on various matters.

And to the Councils Officers who have provided us with detailed reports which give us explanations in the summary of reports where the obvious concern of a member would be 'why' if service is under performing Thank you Officers and thanks members.

Looking ahead it is to be hoped that we can fill those vacancies that as a council we need to do. Agency workers have got to be a short-term solution. Stability has got to be better for performance and value for money. And moving forward Performance will need to consider the projects that form part of our Vision as a Council such as the Western Growth Objective's The Central Market etc. Where these and other schemes across the City have received Public monies and come with objectives and with council input, Performance targets should be monitored.

**Councillor Gary Hewson**  
**Chair of Performance Scrutiny Committee**