

<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>5 APRIL 2017</b>
<b>WORK PROGRAMME 2017/18 DEVELOPMENT</b>
<b>REPORT OF CORPORATE DIRECTOR FOR STRATEGY AND RESOURCES</b>

**1 Purpose**

1.1 To identify potential topics for the Committee to review in 2017/18.

**2 Action required**

2.1 Members of the Committee are asked to come to the Committee with suggestions for reviews during 2017/18.

**3 Background information**

3.1 One of the main roles of the Overview and Scrutiny Committee is setting, managing and co-ordinating the overall programme of scrutiny work.

This includes:

- mapping out an initial programme for scrutiny at the start of the municipal year;
- monitoring progress against the programme throughout the year, and making amendments as required;
- evaluating the impact of scrutiny activity and using lessons learnt to inform future decisions about scrutiny activity.

3.2 Effective work programming is an important element of an effective scrutiny function and can help influence work on issues of local importance. In setting the programme for scrutiny activity, the Committee should aim for an outcome-focused work programme that has clear priorities and is matched against the resources available to deliver the programme.

3.3 For the 2017/18 municipal year it is proposed that the Committee consider 2/3 major topics over 2/3 meetings per topic, leaving capacity to consider emerging issues, and attendance by Portfolio Holders to discuss Council Plan performance.

**4 List of attached information**

4.1 Overview and Scrutiny Committee Terms of Reference.

4.2 List of possible items for consideration, including suggestions from Councillors.

**5 Background papers, other than published works or those disclosing exempt or confidential information**

5.1 None.

**6 Published documents referred to in compiling this report**

6.1 Overview and Scrutiny Work Programme Workshop 2016/17, 9 March 2016.

**7 Wards affected**

7.1 Citywide

**8 Contact information**

Laura Wilson  
Senior Governance Officer  
[laura.wilson@nottinghamcity.gov.uk](mailto:laura.wilson@nottinghamcity.gov.uk)  
0115 8764301

## **Overview and Scrutiny Committee Terms of Reference**

- (a) To set, manage and co-ordinate the overview and scrutiny work programme to ensure all statutory roles and responsibilities accorded to the overview and scrutiny function, with the exception of health scrutiny, are fulfilled, including the ability to:
  - i. hold local decision-makers, including the Council's Executive, to account for their decisions, action and performance;
  - ii. review policy and contribute to the development of new policy and the strategy of the Council and other local decision-makers where it impacts on Nottingham residents;
  - iii. explore any matters affecting Nottingham and/or its residents;
  - iv. make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive;
- (b) to maintain an overview of key strategic issues relevant to Nottingham and its residents to inform decisions about the work programme so that it is focused on, and adds value by the examination of, issues of local importance and concern;
- (c) to commission time-limited review panels (no more than 3 major reviews at any one time) to carry out an individual review in accordance with the overview and scrutiny work programme. This commissioning includes setting the remit, initial timescale, size of membership and chair of the panel to meet the needs of the review being undertaken;
- (d) to monitor the effectiveness of the overview and scrutiny work programme and the impact of outcomes from overview and scrutiny activity, including the outcomes of review panels;
- (e) to work with the Health Scrutiny Committee, to support effective delivery of a co-ordinated overview and scrutiny work programme. This may include making referrals of issues for potential scrutiny to the Health Scrutiny Committee;
- (f) to establish a sub-committee known as the Call-In Panel to meet as required to consider call-in requests in accordance with the Council's Call-In Procedure;
- (g) to consider requests for councillor calls for action;
- (h) to receive petitions in accordance with the Council's Petitions Scheme;
- (i) to commission separate policy briefings to inform councillors about current key issues relevant to Nottingham, to aid decisions about the future overview and scrutiny work programme and prepare councillors to undertake overview and scrutiny work that has already been commissioned;

- (j) to co-opt people from outside the Council to sit on any of the overview and scrutiny bodies as relevant to support effective delivery of the overview and scrutiny work programme;
- (k) to establish a pool of no more than 5 scrutiny chairs (the membership of which will include the Chair of the Overview and Scrutiny Committee) who will chair scrutiny review panels and/ or the Call-in Panel as required by the Overview and Scrutiny Committee.

The Committee has 16 members, which includes two individuals co-opted (with voting rights) from outside the Council. Membership must not include members of the Executive Board. The Committee is politically balanced, with allocation of seats between political groups determined on a year by year basis.

The Committee has a number of established sub-committees:

- Call-in Panel;
- Scrutiny Review Panels which are assigned specific time-limited reviews (number appointed by the Overview and Scrutiny Committee dependent on available resources).

NB – the Terms of Reference will be amended at Annual Council to reflect the changes resulting from the Independent Remuneration Panel's review.

## **Overview and Scrutiny Committee 2017/18 Work Programme Possible Items for Consideration**

Listed below are some possible issues for scrutiny as a starting point for discussion. Councillors may wish to propose other issues at, or following, the meeting.

It is likely that additional issues will emerge during the year, and the work programme needs to be flexible to respond to these.

### **Regular issues for scrutiny**

Every year the following items need to be included in the work programme, and it is proposed to schedule them accordingly for 2017/18:

- scrutiny of the Portfolio Holder for Strategic Regeneration to focus on performance against Council Plan priorities;
- scrutiny of the Portfolio Holder for Resources and Neighbourhood Regeneration to focus on performance against Council Plan priorities;
- scrutiny of the Portfolio Holder for Leisure and Culture to focus on performance against Council Plan priorities;
- scrutiny of the Portfolio Holder for Business, Growth and Transport to focus on performance against Council Plan priorities;
- scrutiny of the Portfolio Holder for Community Services to focus on performance against Council Plan priorities;
- scrutiny of the Portfolio Holder for Energy and Sustainability to focus on performance against Council Plan priorities;
- scrutiny of the Portfolio Holder for Planning and Housing to focus on performance against Council Plan priorities.

(The Portfolio Holders for Early Intervention and Early Years, and Education, Employment and Skills performance against Council Plan priorities will be scrutinised by the Children and Young People Scrutiny Committee. The Portfolio Holder for Adults and Health's performance against Council Plan priorities will be scrutinised by the Health Scrutiny Committee).

### **Possible issues for scrutiny**

The following potential issues have been identified by the Committee during previous discussions, councillor suggestions, and current issues. Councillors may wish to propose other issues at the meeting. The Committee is asked to consider whether it wishes to include any of these on the work programme for 2017/18 and, if so, discuss potential focus/key lines of enquiry:

- (a) fuel poverty - follow up on what actions are being taken by the Council and its partners to support citizens in fuel poverty since the Scrutiny Review Panel published its recommendations in 2011;
- (b) air quality - to look at the work taking place with partners to develop and implement actions to improve air quality;

- (c) commercialism - to look at the effectiveness of the commercialism agenda in generating income to support the Council's budget;
- (d) demographic changes - exploring the changes in demography and how this impacts on Council services;
- (e) consultation - looking at how effective consultation processes are, and how engagement and participation can be improved;
- (f) credit unions - exploring how the Council interacts with them, the benefits of using them and whether they are an effective way of addressing the increasing use of payday lenders;
- (g) deprivation - exploring the availability of jobs, the availability of affordable housing, the impact of welfare reform and the increasing use of food banks;
- (h) the Crime and Drugs Partnership - scrutiny has a statutory duty to review the work of the Partnership.