

Overview and Scrutiny Committee

4 March 2020

Work Programme 2020/21 Development

Report of the Head of Legal and Governance

1 Purpose

- 1.1 To identify potential topics for the Committee to consider in 2020/21.

2 Action required

- 2.1 Members of the Committee are asked to come to the Committee with suggestions for reviews during 2020/21.

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-focussed work programme that has clear priorities and is matched against the resources available to deliver the programme.
- 3.3 For the 2020/21 municipal year it is proposed that the Committee consider whether they wish to undertake reviews which cover more than one meeting, but 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 None.

7 Wards affected

7.1 All.

8 Contact information

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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 monitor the effectiveness of the overview and scrutiny work programme and the impact of outcomes from overview and scrutiny activity;
- (d) to work with other scrutiny committees, to support effective delivery of a co-ordinated overview and scrutiny work programme.
- (e) 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;
- (f) to commission time-limited review panels (no more than 1 panel at any one time) to carry out a review of a matter within its remit. Commissioning includes setting the remit, initial timescale and size of membership to meet the needs of the review to be carried out. Such review panels will be chaired by the Chair of the Overview and Scrutiny Committee;
- (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 the Committee or any review panels or commissions, to support effective delivery of the work programme.

The Committee has 12 members. Membership must not include members of the Executive Board. The Committee is politically balanced.

Overview and Scrutiny Committee 2020/21 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 Portfolio Holders are invited to attend the Overview and Scrutiny Committee to focus on their performance against Council Plan priorities and to highlight any challenges. Scrutiny of the following Portfolio Holders needs to be included in the work programme:

- the Leader and Portfolio Holder for Regeneration, Safety and Communications;
- the Portfolio Holder for Energy, Environment and Democratic Services;
- the Portfolio Holder for Health, HR and Equalities (with a focus on HR and Equalities);
- the Portfolio Holder for Finance, Growth and the City Centre;
- the Portfolio Holder for Housing, Planning and Heritage;
- the Portfolio Holder for Early Years, Education and Employment (with a focus on Employment);
- the Portfolio Holder for Leisure, Culture and IT;
- the Portfolio Holder for Adult Care and Local Transport (with a focus on Local Transport);
- the Portfolio Holder for Communities.

The Portfolio Holders for Children and Young People, and Early Years, Education and Employment (with a focus on Early Years and Education) performance against Council Plan priorities will be scrutinised by the Children and Young People Scrutiny Committee. The Portfolio Holder for Health, HR and Equalities (with a focus on Health), and Adult Care and Local Transport (with a focus on Adult Care) 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 2020/21 and, if so, discuss potential focus/key lines of enquiry:

| Topic | Potential Focus |
|---------------------------------|---|
| Section 106 Contributions | How the contributions are calculated and distributed |
| Flooding | Scrutiny has a statutory duty to review the work of flood risk management authorities (December 2020) |
| Planning Enforcement | Exploring the effectiveness of the planning enforcement process |
| Crime and Drugs Partnership | Scrutiny has a statutory duty to review the work of the Partnership |
| Student Accommodation | Whether the number of developments meet demand |
| Fire Prevention and Safety | To discuss the work carried out by Nottinghamshire Fire and Rescue Service |
| Universal Credit Implementation | An update on the impact on Nottingham citizens as requested by the Committee at its meeting in November 2019 (November 2020) |
| Citizen Satisfaction Survey | To update the Committee on the proposals for future surveys as per the Committee's recommendation and resolution at its meeting in November 2019 (May 2020) |
| Affordable Housing | Whether the provision is adequate and affordable for local residents |