

# Allerdale Borough Council

## Overview and Scrutiny Committee – 27 May 2022

### Work Programme 2022-23

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<b>Report from</b>	Timothy Godfrey, Specialist - Policy
<b>Wards affected</b>	All
<b>Is this a key decision</b>	No

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#### **1.0 The reason for the decision**

- 1.1 At this meeting the Committee is considering a draft list of items recommended by the 2021/2022 Overview and Scrutiny Committee at its meeting on 22 April 2022. A draft timetable for 2022/23 municipal year is set out at Appendix 1. This report provides background information to assist with the process of selection.

#### **2.0 Recommendations**

- 2.1 That the Committee agrees items to form a work programme against the criteria herein.
- 2.2 That the Committee agrees to set up the three task and finish groups as detailed in Appendix 1; agrees an initial membership for each task and finish group from this committee; agrees to invite all non executive councillors to join any of the task and finish groups and agrees to formally adopt the terms of reference for each task and finish group at its next meeting on 24 June 2022.
- 2.3 That the Committee notes the need to complete its last cycle of meetings prior to the abolition of the authority on 31 March 2023.

#### **3.0 Background and Introduction**

- 3.1 Overview and Scrutiny must add value to the work of the Council and produce worthwhile outcomes for local people.
- 3.2 The guiding principle of Overview and Scrutiny is that it should involve constructive challenge with the aim of improving decision making and make a positive contribution to policy development and improving performance.
- 3.3 It is the responsibility of each Overview and Scrutiny Committee to select suitable topics to be scrutinised and to set an annual work programme at the beginning of each municipal year. It also states that the work programme will be made up of priority issues and allow for the inclusion of ad hoc and urgent items during the year.

## **4.0 Content**

- 4.1 When selecting topics, the Committee should have in mind a Council and borough rather than a ward level focus (although it can be useful if experiences at ward level are fed in when appropriate).
- 4.2 Capacity is also an important consideration. The nature of Overview and Scrutiny can lead to the number of topics exceeding the Council's capacity to deal with them in a thorough and effective way. The Committee should therefore consider the need to focus on priority issues which matter most and deliver outcomes that will make a difference.
- 4.3 Work programme topics may be regular 'standing items' (e.g. scrutiny of Executive business and performance monitoring and budget scrutiny) or specific one off pieces of work.
- 4.4 A structured approach to topic selection is crucial. Discipline is essential – individual issues, inappropriate issues and non-priorities need to be filtered out in a fair, consistent, and open and transparent way. A selection process will help identify these and support this.

### ***Positive reasons to select a topic***

- Improvements to local people and communities are likely
- It is a corporate priority for the Council
- There is evidence that it is a key issue for customers and communities with high levels of dissatisfaction
- Evidence identifies an area of poor performance
- Barriers exist which create inequality in service provision

### ***Reasons to reject a topic***

- It is already being addressed and would lead to duplication
- It is not within the remit of the Council (for example parts of Health Scrutiny/other partnership scrutiny where scrutiny mechanisms are in place and the Council can feed into these)
- It is part of a legal process
- It falls within the Council's complaints procedure
- It is subject to a disciplinary/grievance procedure
- It is unlikely to result in real or tangible improvements for local people and communities

### ***Questions to ask before selecting a topic***

- Why would we do this?
- How does it link to the Council Strategy?
- What would the Committee wish to achieve and why?
- What benefits could result for local people and communities?
- What evidence is there to support the need for a review?

### ***Competing topics***

If too many topics are suggested for the time available, consider:

- The importance in terms of the Council's aims and priorities
- The potential benefit of the widest possible section(s) of the community

## **5.0 Delivery arrangements**

5.1 Once topics are selected, for meetings the Committee can -

- a) Identify 'standing items' at the outset (annual budget/performance against the Council Strategy – quarterly reports)
- b) At each meeting the Committee can review the Forward Plan for forthcoming items requiring input or scrutiny
- c) Consider issues for potential in-depth review/inquiry (e.g., significant community concerns, major problem areas, poorly performing services, inequality in service provision, consistent areas of over/under spending).
- d) Consider issues for potential policy review or development (is something not working, are there gaps in policy, is input needed on major policy developments)
- e) Consider suggesting topics for external scrutiny where there are statutory duties or significant community concerns
- f) Regularly invite suggestions from members of the Council, the Executive, officers, partners and community organisations and groups.

## **6.0 Implications and Impact**

### **6.1 Contribution to Council Strategy Priorities, Outputs and Outcomes**

The Overview and Scrutiny Committee role is central to contributing improvements assisting the delivery of the Council Strategy.

### **6.2 Finance/Resource implications**

None directly from this report.

**6.3 Legal and governance implications**

None directly from this report.

**6.4 Risk analysis**

Not applicable.

**6.5 Increasing satisfaction and service**

The Overview and Scrutiny Committee recognises the important contribution it makes to the Council's overall satisfaction.

**6.6 Equality impacts**

None directly from this report.

**6.7 Health and Safety impacts**

None directly from this report.

**6.8 Health, wellbeing and community safety impacts**

None directly from this report.

**6.9 Environmental/sustainability impacts**

None directly from this report.

**6.10 Other significant implications**

None from this report.

**Appendices attached to this report**

<b>Appendix number</b>	<b>Title of appendix</b>
<b>1.</b>	<b>List of topics to be considered for the programme</b>

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## Appendix 1

### Draft work programme for the Overview and Scrutiny Committee

#### Agenda Items

<b>2022</b>
Friday 27 May <ul style="list-style-type: none"><li>• Establishment of work programme for the municipal year</li><li>• Establishment of Task and Finish Groups for the municipal year</li><li>• Update on Local Government Reorganisation</li></ul>
Friday 24 June <ul style="list-style-type: none"><li>• Quarter 4 Performance Report</li><li>• Quarter 4 Finance Report</li><li>• Scope and Membership for Task and Finish Groups</li><li>• Update on Local Government Reorganisation</li><li>• Monitoring of regeneration programmes</li></ul>
Friday 22 July <ul style="list-style-type: none"><li>• Update from Task and Finish Groups</li><li>• Update on Local Government Reorganisation</li><li>• UK Shared Prosperity Investment Plan submission</li></ul>
Friday 19 August <ul style="list-style-type: none"><li>• Update from Task and Finish Groups</li><li>• Update on Local Government Reorganisation</li></ul>
Friday 16 Sept <ul style="list-style-type: none"><li>• Quarter 1 Performance Report</li><li>• Quarter 1 Finance Report</li><li>• Update from Task and Finish Groups</li><li>• Update on Local Government Reorganisation</li><li>• Inflation and cost of living impact on Council services</li></ul>

Friday 14 Oct

- Update from Task and Finish Groups
- Update on Local Government Reorganisation
- Monitoring of regeneration programmes
- Gypsy and Traveller Site report

Friday 11 Nov

- Update from Task and Finish Groups
- Update on Local Government Reorganisation
- UK Shared Prosperity Investment Plan progress report

Friday 9 Dec

- Quarter 2 Performance Report
- Quarter 2 Finance Report
- Update from Task and Finish Groups
- Update on Local Government Reorganisation

**2023**

Friday 13 Jan

- Update from Task and Finish Groups
- Update on Local Government Reorganisation
- Economic Recovery and Growth Strategy progress report

Friday 17 Feb

- Quarter 3 Performance Report
- Quarter 3 Finance Report
- Cumbria Community Safety Partnership Annual Report and Review
- Update from Task and Finish Groups
- Update on Local Government Reorganisation
- Monitoring of regeneration programmes

## **Task and Finish Groups**

In terms of timetabling, it is proposed that the first two take place in the first half of the municipal year and the third takes place in the second half of the municipal year.

### **Access to health services – GPs and Dentistry**

- To consider the delivery of GP and Dentistry services with particular regard to services in Workington
- To scrutinise the plans of the NHS for these services
- To work with County Health Scrutiny, Health Watch and Patient Participation Groups to understand the needs of the community in these services

### **Customer Services**

- To consider the impact on residents of appointment only and digital by default models of customer service
- To consider how public service delivery hubs as 'one stop shops' for public services can be delivered, as detailed in the economic growth strategy.
- To hear directly from customer service staff on the needs of residents

### **Democratic participation in voting**

- Examine the process of identifying the location of polling stations, consultation processes, requirements for the size and number of polling districts and the timetable for review
- Community Governance Review

### **Other topics that have not been scheduled**

- Corporate parenting
- Public Value

Meeting dates

2022	2023
Fri 27 May	Fri 13 Jan
Fri 24 June	Fri 17 Feb
Fri 22 July	
Fri 19 August	
Fri 16 Sept	
Fri 14 Oct	
Fri 11 Nov	
Fri 9 Dec	