

**North East Derbyshire District Council**

**Cabinet**

**2 July 2014**

<p><b>Proposed Overview and Scrutiny Work Programme for 2014/15</b></p>
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**Report of Councillors G Morley, T Reader, J Windle, B Wright and the Overview and Scrutiny Manager**

This report is public

**Purpose of the Report**

- To inform Cabinet of the future work programme of Scrutiny for 2014/15.

**Report Details**

- 1.1 To build on the successful scrutiny previously undertaken at North East Derbyshire and respond proactively to external reviews and new legislation, a Scrutiny Development Plan was developed. The Plan was endorsed and supported by Cabinet (Executive) on 5<sup>th</sup> December 2007 and the Overview and Scrutiny (O&S) Board on 21<sup>st</sup> December 2007.
- 1.2 As part of the Development Plan, the need to develop an annual work programme for overview and scrutiny was identified. A process for developing the overview and scrutiny work programme was agreed. This includes informing Cabinet of the proposed programme.
- 1.3 Scrutiny members have considered their work programme for 2014/15. Suggestions were also sought from all elected members, and officers of the Council. The Monitoring Officer has been provided with a copy for consideration. A proposed work programme is attached as **Appendix 1**.
- 1.4 Other developments and demands on scrutiny member time will need to be taken into account. These include, for example, scrutiny arrangements that have been put in place for the shared services with Chesterfield and Bolsover Councils, and the liaison group between Derbyshire County Council and the Derbyshire Districts.
- 1.5 It is important that the work programme remains realistic and manageable. There needs to be capacity to respond to new issues and developments throughout the year. It is therefore suggested that each committee undertakes no more than one piece of review work during the year.

## **2 Conclusions and Reasons for Recommendation**

- 2.1 Scrutiny is required by the Development Plan to keep Cabinet informed of its work programme and communicate their work to other members of the Council. The work programmes are live documents that may change during the year as issues arise.

## **3 Consultation and Equality Impact**

- 3.1 Not applicable.

## **4 Alternative Options and Reasons for Rejection**

- 4.1 None at this stage.

## **5 Implications**

### **5.1 Finance and Risk Implications**

- 5.1.1 None at this stage.

### **5.2 Legal Implications including Data Protection**

- 5.2.1 None at this stage.

### **5.3 Human Resources Implications**

- 5.3.1 None at this stage.

## **6 Recommendations**

- 6.1 That Cabinet support the attached work programmes

## **7 Decision Information**

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
<b>District Wards Affected</b>	N/A
<b>Links to Corporate Plan priorities or Policy Framework</b>	N/A

## 8 Document Information

Appendix No	Title
Appendix 1	Overview and Scrutiny Work Programmes
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
<ul style="list-style-type: none"> <li>• Report to Executive – 5<sup>th</sup> December 2007 – “Overview and Scrutiny at North East Derbyshire: The Way Forward” (report no. GBXR/72/07/GH)</li> <li>• Report to Overview and Scrutiny Board – 21<sup>st</sup> December 2007 – “The Further Development of Overview and Scrutiny at North East Derbyshire” (report. no. FT/01/07/PC)</li> <li>• Report to Overview and Scrutiny Board – 5<sup>th</sup> February 2008 – “The Development of Overview and Scrutiny at North East Derbyshire: Progress Report” (report. no. FT/01/08/PC)</li> <li>• Report to Overview and Scrutiny Board – 19<sup>th</sup> June 2008 – the development of Overview and Scrutiny – progress report (report no FT/12/08/PC)</li> </ul>	
Report Author	Contact Number
Sue Broadhead	(01246) 217060

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**NORTH EAST DERBYSHIRE DISTRICT COUNCIL**  
**AUDIT AND CORPORATE GOVERNANCE SCRUTINY COMMITTEE WORK**  
**PROGRAMME 2014/2015**

<b><u>DATE OF MEETING</u></b>	<b><u>ITEM</u></b>
26 June 2014	<ul style="list-style-type: none"><li>• Internal Audit Consortium: Annual Report 2013/14</li><li>• Summary of Internal Audit Reports issued 2013/14</li><li>• Annual Review of Adequacy of Internal Audit</li><li>• Draft Statement of Accounts 2013/14</li><li>• Key Issues of Financial Governance</li></ul>
25 September 2014	<ul style="list-style-type: none"><li>• Report to those Charged with Governance (ISA260) 3024/3024ISA 260</li><li>• NEDDC Statement of Accounts 2013/2014</li><li>• Review of Risk Management Strategy</li><li>• Risk Management Update, Partnership Working and Strategic Risk Register</li><li>• Performance Management, 1<sup>st</sup> Quarter 2014/2015</li><li>• Quarter 1 2014/2015 Financial Monitoring</li><li>• The Corporate Plan</li></ul>
20 November 2014	<ul style="list-style-type: none"><li>• Budget Monitoring Report – Quarter 2 – July – September 2014</li><li>• Risk Management Update, Partnership Working and Strategic Risk Register</li><li>• Performance Management, 2nd Quarter 2014/2015</li><li>• Key Issues of Financial Governance</li><li>• Corporate Debt Recovery Update</li><li>• Medium Term Financial Plan (MTFP) Update</li></ul>
5 February 2015	<ul style="list-style-type: none"><li>• Key Issues of Financial Governance</li><li>• Corporate Debt Recovery Update</li><li>• Finance and Risk Update</li><li>• Performance Management, 3rd Quarter 2014/2015</li><li>• Risk Management Update, Partnership Working and Strategic Risk Register</li><li>• Medium Term Financial Plan 2014/15 to 2016/17</li></ul>
16 April 2015	<ul style="list-style-type: none"><li>• Key Issues of Financial Governance</li><li>• Internal Audit Plan 2015/2016</li><li>• Internal Audit Plan 2013/2016</li></ul>

**NORTH EAST DERBYSHIRE DISTRICT COUNCIL**

**ECONOMIC REGENERATION, SKILLS AND ENVIRONMENT SCRUTINY COMMITTEE- WORK PROGRAMME**

**2014/15**

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
<b>27<sup>th</sup> May, 2014</b>	Remit of the Committee		Scene setting - terms of reference for the committee How the committee operates Previous reviews recently undertaken How reviews are undertaken	Sue Broadhead –Overview and Scrutiny Manager
	Selection of Scrutiny Review Topic	Review	To select scrutiny review topic What we want to look at Who we want to see	Committee members
	List of key decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny work programme	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead –Overview and Scrutiny Manager
<b>22<sup>nd</sup> July, 2014</b>	Review work	challenge	<ul style="list-style-type: none"> <li>To receive scene setting from lead officer</li> <li>Project plan and timetable</li> <li>Members to consider the questions</li> </ul>	To approve the draft project plan and timetable

			<p>they want to ask stakeholders at interviews or questionnaire</p> <ul style="list-style-type: none"> <li>To consider any relevant documents</li> </ul>	
	Planning Enforcement			
	Revenue Strategy	monitor	To receive and update on progress	
	Growth Strategy	monitor	To receive and update on progress	
	Sheffield City Region and the Leps	monitor	To receive an update on progress	
	Future of Community Buildings/Asset Management Strategy	Monitor and Challenge	To consider the Councils plans for community assets	
	List of key decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager

	Scrutiny work programme	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>16<sup>th</sup> September, 2014</b>	Scrutiny Review	Monitor	To receive the lead officers response to the Joint ICT Scrutiny Review	
	Review work	Challenge	Interviews	
	List of key decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny work programme	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>25<sup>th</sup> November, 2014</b>	Review work -	Challenge	Interviews	
	List of key decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny work programme	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>27<sup>th</sup> January, 2015</b>	Review	challenge	<ul style="list-style-type: none"> <li>Triangulation of evidence</li> </ul>	

	Local Development Framework	Monitor and challenge	To receive an update on progress on the LDF	Helen Fairfax – Planning
	Economic Development Strategy	Monitor	To consider progress	
	Employment and Skills Policy	Monitor	To receive an update on any amendments made to the policy following the peer review	Jane Weston in attendance – Working Communities Strategic Project Manager
	List of Key Decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny work programme	Consultee, monitor and challenge	To consider the Committees’ work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>10<sup>th</sup> March, 2015</b>	Scrutiny Review	Monitor and challenge	To consider the draft Scrutiny Review Report	
	Joint Street Scene Policy	Monitor and challenge	To consider an update	Steve Brunt in attendance – Street scene Manager
	Derbyshire Joint Municipal Waste Management Strategy – NEDDC/CBC supporting Action Plans	Monitor and challenge	Monitor the delivery of the strategy against the action plans	Steve Brunt in attendance – Street scene Manager
	Joint Waste and Recycling Collection Policy	monitor and challenge	To consider an update	Steve Brunt in attendance – Street scene Manager



	Joint ICT action plan	Monitor	To consider progress against the action plan	Nick Blaney –ICT Manager
	Monitoring of O&S recommendations	Monitor and challenge	To monitor the implementation of previous Committee and review recommendations	Sue Broadhead – Overview and Scrutiny Manager
	List of Key Decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny work programme	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager

ERSE WORK PROGRAMME (RECEIVED 16.5.2014)/JLG

**NORTH EAST DERBYSHIRE DISTRICT COUNCIL**

**HEALTHY COMMUNITIES AND WELL BEING SCRUTINY COMMITTEE – WORK PROGRAMME**

**2014/15**

<b>MEETING DATE</b>	<b>AGENDA ITEM</b>	<b>SCRUTINY ACTIVITY</b>	<b>WHAT IT WILL COVER</b>	<b>UPDATE/COMMENTS</b>
<b>30<sup>th</sup> May, 2014</b>	<b>Remit of Committee</b>		Scene setting - terms of reference for the committee How the committee operates Previous reviews recently undertaken How reviews are undertaken	Sue Broadhead –Overview and Scrutiny Manager
	<b>Select a review</b>	Review	To select a Scrutiny review What we want to look at Who we want to see	Committee members
	<b>Health and Well Being Strategy</b>	Monitor		Steve Pintus
	<b>Consultation Policy</b>	Consultee	To consider the draft policy	Debbie Whitehead – Consultation and Community Involvement CO-Ordinator
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the Forward Plan	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager

<b>25<sup>th</sup> July, 2014</b>	<b>Review work</b>	Review	<ul style="list-style-type: none"> <li>To receive a scene setting from lead officers</li> <li>Project Plan and timetable</li> <li>Members to consider the questions they want to ask stakeholders at interview or through questionnaire</li> </ul>	
	<b>Equality</b>	Monitor	To receive an update on monitoring of female redundancies	Angela Grundy – Assistant Director
	<b>Internal Health and Well being Strategy</b>	Monitor	To receive an update on progress against the action plan	Clare Ashton
	<b>Employee Survey</b>	Monitor	To consider the action plan	Clare Ashton/Janice Baltrop
	<b>Allocations Experience Review</b>	Monitor	To receive lead officer response	
	<b>List of Key Decisions</b>	Consultee, monitor and challenge	To consider the Forward Plan	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>26<sup>th</sup> September, 2014</b>	<b>Welfare Reforms</b>	Monitor	Lead officer response to Scrutiny Review of Welfare Reforms	Geoff Bagnell
	<b>Review</b>	Review	Interviews	

	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>14<sup>th</sup> November, 2014</b>	<b>Review</b>	Review	Interviews	
	<b>List of Key Decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>16<sup>th</sup> January, 2015</b>	<b>Review</b>	Review	Triangulation of evidence to formulate recommendations	
	<b>Financial Inclusion Activities</b>	Monitor		
	<b>Update on Leisure Service</b>	Monitor	To receive an update on the leisure service including performance and VFM	Lee Hickin – Joint Assistant Director of Leisure
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager

	<b>Scrutiny Work programme</b>	Review	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>6<sup>th</sup> March 2015</b>	<b>Review</b>	Review	Consider draft report and finalise	
	<b>Older Person Housing Delivery plan</b>	Monitor	To consider progress on the plan	Karen Perkins – Housing Strategy and Enabling Manager
	<b>Monitoring O&amp;S recommendations</b>	Monitor and challenge	To monitor the implementation of previous Committee and review recommendations	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
	<b>List of Key Decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager

**NORTH EAST DERBYSHIRE DISTRICT COUNCIL**

**DRAFT SAFER HOMES AND NEIGHBOURHOODS SCRUTINY COMMITTEE – WORK PROGRAMME**

**2014/15**

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	OFFICER/COMMENTS
21st May, 2014	Remit of Committee		Scene setting - terms of reference for the committee  How the committee operates  Previous reviews recently undertaken  How reviews are undertaken	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny Review	Review	To select a review  What we want to look at  Who we want to see	
	Affordable Warmth Activities under the new Environmental Health Structure	Monitor	To receive an update	Edward Owen Sustainability Officer / joint Affordable Warmth Coordinator Bolsover and North East Derbyshire District Council
	List of key decisions	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager

	<b>Scrutiny work programme</b>		To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>9<sup>th</sup> July, 2014</b>	<b>Review work</b>	Review	<ul style="list-style-type: none"> <li>To receive scene setting from</li> <li>Project Plan and timetable</li> <li>Members to consider the questions they want to ask stakeholders at interview or through questionnaire</li> </ul>	Background information for consideration  To approve the draft project plan and timetable
	<b>Police and Crime Panel</b>	Monitor	To receive an update on the work of the panel	Councillor L Robinson
	<b>Choice Based Lettings Allocations and Lettings Policy</b>	Monitor	To consider the first annual report on the impact of the changes	
	<b>Non Traditional Stock Condition Survey</b>	Monitor	To receive an update from Rykneld Homes	
	<b>Review of the Tenancy Strategy</b>	Monitor	To consider the review of the Tenancy Strategy	
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager

	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>10th September, 2014</b>	<b>The Relationship Between the Council and Rykneld Homes</b>	Monitor	To consider the lead officers response to the review recommendations	
	<b>Review work –</b>	Review	Interviews	
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>5<sup>th</sup> November, 2014</b>	<b>Review work –</b>	Review	Interviews	
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager



	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager
<b>14th January, 2015</b>	<b>Review Work</b>	Review	To consider the review evidence gathered to formulate recommendations	Triangulation of evidence to formulate recommendations
	<b>Child Poverty Action Plan</b>	Monitor	To consider the lead officer response to the Scrutiny Review of Child Poverty	Steve Lee – Strategic Partnership Co-ordinator
	<b>Affordable Housing Strategy and Action Plan</b>	Consultee, monitor and challenge	To consider an update on progress on the action plan	Karen Perkins – Housing Strategy and Enabling Manager
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager

<b>11<sup>th</sup> March, 2015</b>	<b>Review work</b>	Review	Consider draft report and finalise	
	<b>Community Safety Partnership</b>	Consultee, monitor and challenge	To consider an update on the work of the Community Safety Team	Faye Green – Community Safety Manager
	<b>Homelessness Strategy and Action Plan</b>	Consultee, monitor and challenge	To consider an update on progress on the action plan	Rebecca Slack – Housing Strategy and Enabling Manager
	<b>Housing Strategy</b>	Consultee, monitor and challenge	To receive an update	Rebecca Slack – Housing Strategy and Enabling Manager
	<b>Housing Revenue Account</b>	monitor and challenge	To receive an update on the Housing Revenue Account	Bryan Mason – Director of Operations
	<b>Monitoring of Scrutiny recommendations</b>	Monitor	To consider progress against outstanding recommendations from Scrutiny	Sue Broadhead – Overview and Scrutiny Manager
	<b>List of key decisions</b>	Consultee, monitor and challenge	To consider the list of key decisions	Sue Broadhead – Overview and Scrutiny Manager
	<b>Scrutiny work programme</b>	Consultee, monitor and challenge	To consider the Committees' work programme - plan, manage and review the proposed workload	Sue Broadhead – Overview and Scrutiny Manager