

North East Derbyshire District Council

Cabinet

10 September 2020

Proposed Overview and Scrutiny Work Programme for 2020/21

Report of the Chairs of Scrutiny the Scrutiny Committees

This report is public

Purpose of the Report

- To inform Cabinet of the future work programme of Scrutiny for 2020/21.

1 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 December 2007 and the Overview and Scrutiny (O&S) Board on 21 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 All of the Scrutiny Committees have considered their work programme for 2021/21. The Monitoring Officer has been provided with a copy for consideration. A proposed work programme is attached at **Appendix 1**. However, work programmes are live documents that may change during the year as issues arise.
- 1.4 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 in depth piece of review work during the year.
- 1.5 The Committees Scrutiny Reviews for the year are:

Communities Scrutiny Committee – Obesity in Younger Residents
Growth Scrutiny Committee – Tourism – Business and Non Business
Organisation Scrutiny Committee – Health and Wellbeing – Working From Home during the Pandemic

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.

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 Overview and Scrutiny Work Programmes for 2020/21.

7 Decision Information

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: <i>BDC: Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
<p>Has the relevant Portfolio Holder been informed</p>	Yes
<p>District Wards Affected</p>	N/A
<p>Links to Corporate Plan priorities or Policy Framework</p>	N/A

8 Document Information

Appendix No	Title
1	Proposed Work Programmes
<p>Background Papers (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)</p>	
<p>Report Author</p>	
<p>Contact Number</p>	
Sue Veerman Overview & Scrutiny Manager	(01246) 217060

COMMUNITIES SCRUTINY WORK PROGRAMME 2020/21

Friday at 1:30 pm

Chair: Cllr Kevin Tait Vice Chair: Cllr Oscar Gomez Reaney

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
19th June, 2020	Remit of the Committee		<ul style="list-style-type: none">Briefing on Scrutiny :<ul style="list-style-type: none">- setting the scene- the terms of reference for the Committee- How the Committee operates, ways of working– Discussion	Sue Veerman -Overview and Scrutiny Manager/Committee Members
	Draft Work Programme		<ul style="list-style-type: none">To discuss items for the draft work programme for the year and any suggested items for inclusion	Committee Members/ Sue Veerman - Overview and Scrutiny Manager
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none">To consider the Committees topic for a Scrutiny reviewConsider what we want to look atConsider stakeholders who we want to see	Committee Members

	Community Safety Partnership	Review	<ul style="list-style-type: none"> To consider the work of the Partnership for the year against the partnership plan 	Community Safety Partnership
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the list of Forward Plan of Executive Decisions 	Sue Veerman- Overview and Scrutiny Manager
7th August, 2020	Scrutiny Review	Review	<ul style="list-style-type: none"> Scoping and Scene setting for the 2020/21 Scrutiny Review 	Lead Officer – Matt Broughton
	Previous Scrutiny Review	Review	<ul style="list-style-type: none"> To consider progress against the action plan – Scrutiny Review of Homelessness 	Karl Apps – Head of Service Lee Pepper – Housing Options Team Leader – Sign Off
	Residential Parking Review	Review	<ul style="list-style-type: none"> To Finalise the 2019/20 Scrutiny Review Report 	Committee
	CCTV	Monitor and challenge	<ul style="list-style-type: none"> To consider progress 	Councils Solicitor – Kevin Shillitto
	Forward Plan of Executive Decisions	Monitor and challenge	<ul style="list-style-type: none"> To consider the list of Forward Plan of Executive Decision 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager

9th October, 2020	CCTV	Monitor and challenge	<ul style="list-style-type: none"> To consider a further update on progress of mandatory CCTV in Taxis 	Sarah Sternberg – Head of Service Kevin Shillitto - Solicitor
	Scrutiny Review	Review	<ul style="list-style-type: none"> Approval of Project Plan and Timetable Consideration of any Documentation 	Committee
	Previous Review – Domestic Abuse	Monitor and challenge	<ul style="list-style-type: none"> To receive an update on progress against the action plan – presentation 	Karen Hanson – Director of Place
	Scrutiny Review	Review	<ul style="list-style-type: none"> Interviews 	
	Forward Plan of Executive Decisions	Monitor and challenge	<ul style="list-style-type: none"> To consider the list of Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman -Overview and Scrutiny Manager

27th November, 2020	Scrutiny Review	Review	<ul style="list-style-type: none"> Interviews 	
	CCTV	Monitor and challenge	<ul style="list-style-type: none"> To consider a further update on progress of mandatory CCTV in Taxis 	
	Forward Plan of Executive Decisions	Monitor and challenge	<ul style="list-style-type: none"> To consider the list of Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
22nd January, 2021	Scrutiny Review	Review	<ul style="list-style-type: none"> Interviews 	
	CCTV	Monitor and challenge	<ul style="list-style-type: none"> To consider a further update on progress of mandatory CCTV in Taxis 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the list of Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager

5th March, 2021	Health Partnership Working	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider progress on the Healthy North East Derbyshire Approach 	Tris Burdett Partnership Officer
	Scrutiny Review	Review	<ul style="list-style-type: none"> Triangulation of evidence – Scrutiny Review 	Members
	CCTV	Monitor and challenge	<ul style="list-style-type: none"> To consider a further update on progress of mandatory CCTV in Taxis 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider whether the Committees' work programme has been completed at year end 	Sue Veerman - Overview and Scrutiny Manager
14th May, 2021	Street scene	monitor and challenge	<ul style="list-style-type: none"> To consider the services performance including recycling 	Steve Brunt, HOS - Street scene
	Draft Scrutiny Review report	Review	<ul style="list-style-type: none"> To agree the draft report for Scrutiny Review 	Committee Members
		Monitor and challenge	<ul style="list-style-type: none"> Item to be confirmed 	

	CCTV	Monitor and challenge	<ul style="list-style-type: none"> To consider a further update on progress of mandatory CCTV in Taxis 	
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> To monitor the implementation of previous committee and review recommendations 	Sue Veerman - Overview and Scrutiny Manager
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the list of Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager

GROWTH SCRUTINY WORK PROGRAMME 2020/21

THURSDAY AT 1:00 PM

Chair Councillor A Hutchinson Vice Chair Councillor M Emmens

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
8th June, 2020	Remit of the Committee		<ul style="list-style-type: none"> • Briefing on Scrutiny: <ul style="list-style-type: none"> - Scene setting - The terms of reference for the Committee - How the Committee operates, ways of working – Discussion 	Committee Members / Sue Veerman -Overview and Scrutiny Manager
	Draft Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider items for the draft work programme for the year and any suggested items for inclusion 	Committee Members/ Sue Veerman - Overview and Scrutiny Manager
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none"> • To consider suggestions for review and select a topic for the Scrutiny Review • Consider what we want to look at • Consider stakeholders who we want to see 	Committee Members Items received from officers
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Forward Plan of Executive Decisions 	Sue Veerman- Overview and Scrutiny Manager

6th July, 2020 At 10.00 am	Growth Strategy	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider an update on progress 	Gill Callingham – Director
	Scrutiny Review	Review	<ul style="list-style-type: none"> Scoping of Review including scene setting 	Gill Callingham - Director Karl Apps
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
7th September, 2020	Scrutiny Review	Review	<ul style="list-style-type: none"> Documents: <ul style="list-style-type: none"> ➤ Previous Scrutiny Review action plan – Tourism ➤ Tourism Strategy Approval of project plan Approval of timetable Drafting of Questions 	Gill Callingham - Director Karl Apps – Housing and Growth Manager
	Growth Summary 2019/20	Monitor and challenge	<ul style="list-style-type: none"> To consider the End of year update 	Performance Officer – Amar Bashir?

	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
9th November, 2020	Growth Strategy	Monitor and challenge	<ul style="list-style-type: none"> To further discuss the new Growth Strategy (if finalised) 	Portfolio Holder and Director of Economic Growth and Development
	Review	Monitor and challenge	<ul style="list-style-type: none"> Interviews 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
18th January, 2021	Review	Monitor and challenge	<ul style="list-style-type: none"> Interviews 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager

	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager
22nd February 2021	Partnership Activities in Support of Growth	Monitor and challenge	<ul style="list-style-type: none"> To consider an update on the work of the Partnership Team 	Steve Lee- Strategic Partnership Co-Ordinator
	Scrutiny Review	Review	<ul style="list-style-type: none"> Triangulation of Evidence 	Committee
			<ul style="list-style-type: none"> Item TBC 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and	<ul style="list-style-type: none"> To consider the Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager
26 th April, 2021	Scrutiny Review Report	Review	<ul style="list-style-type: none"> To finalise the Scrutiny Review Report 	
		Monitor and challenge	<ul style="list-style-type: none"> One Public Estate 	
		Monitor and challenge	<ul style="list-style-type: none"> Item TBC 	
		Monitor and challenge	<ul style="list-style-type: none"> Item TBC 	

	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> To monitor the implementation of previous committee and review recommendations 	Sue Veerman - Overview and Scrutiny Manager
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider whether the Committees' work programme has been completed at year end 	Sue Veerman - Overview and Scrutiny Manager

Previous Scrutiny Review – Business Centres and Industrial Units

**ORGANISATION WORK PROGRAMME 2020/21
TUESDAY AT 10:00 AM**

Chair: Cllr Angelique Foster Vice Chair Cllr Mo Potts

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
23rd June, 2020	Remit of the Committee		<ul style="list-style-type: none">• Briefing on Scrutiny:<ul style="list-style-type: none">- Setting the scene- The terms of reference of the Committee- How the Committee operates, ways of working - Discussion	Sue Veerman - Overview and Scrutiny Manager/ Committee Members
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none">• To consider suggestions for review and select a topic for the Scrutiny Review• Consider what we want to look at• Consider stakeholders who we want to see	Committee members
	Draft Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none">• To consider the draft work programme for the year and any suggested items for inclusion	Committee Members/Sue Veerman - Overview and Scrutiny Manager

	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman- Overview and Scrutiny Manager
4th August, 2020	Annual Report of Human Resources and Organisational Development	Monitor and challenge	<ul style="list-style-type: none"> Organisational Development Apprentices Question and Answer Session 	Human Resources Manager
	Scrutiny Review	Review	<ul style="list-style-type: none"> Scoping of Review including scene setting 	Lead Officer Committee
	Previous Scrutiny Review	Scrutiny Review	<ul style="list-style-type: none"> To consider the interim draft report 	Committee
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
29th September, 2020	Impact of Pandemic Update	Monitor and challenge	<ul style="list-style-type: none"> To consider an update on the impact of Covid 19, including Health and Well being 	Sara Gordon – HR Manager
	Scrutiny Review		<ul style="list-style-type: none"> Approval of Project Plan Approval of timetable for the review Working From Home Policy and associated documents 	

			<ul style="list-style-type: none"> Interviews: <ul style="list-style-type: none"> ➤ 11:00 am ➤ 11:30 am 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman -Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
3rd November, 2020	Scrutiny Review	Consultee, monitor and challenge	<ul style="list-style-type: none"> Interviews 	Committee
			<ul style="list-style-type: none"> Survey Results 	
2nd February, 2021	Scrutiny Review	Review	<ul style="list-style-type: none"> Interviews 	Committee
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager

	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman - Overview and Scrutiny Manager
2nd March, 2021	Scrutiny Review	Review	<ul style="list-style-type: none"> Triangulation of evidence – Scrutiny Review 	Committee Members
	Transformation Programme Update	Monitor and challenge	<ul style="list-style-type: none"> To consider progress against the action plan – TBC? 	Lee Hickin – Director
		Monitor and challenge	<ul style="list-style-type: none"> Item to be identified by Committee 	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager
11th May, 2021	Draft Scrutiny Review report	Review	<ul style="list-style-type: none"> To agree the draft report for Scrutiny Review 	
			<ul style="list-style-type: none"> Item to be identified by Committee 	
			<ul style="list-style-type: none"> Item to be identified by Committee 	
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> To monitor the implementation of previous committee and review recommendations 	Sue Veerman - Overview and Scrutiny Manager

	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none">To consider the Forward Plan of Executive Decisions	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none">To consider whether the Committees' work programme has been completed at year end	Sue Veerman - Overview and Scrutiny Manager