

OVERVIEW AND SCRUTINY WORK PROGRAMME 2017/18

1. INTRODUCTION

- 1.1 The Overview and Scrutiny Committee is required to produce and agree an Annual Work Programme.
- 1.2 To develop the work programme, a local consultation process was undertaken with officers, Councillors and members of the public, who were asked to contribute to the Work Programme via social media, the council's website or a hard copy form within the One Stop Shop. The Communications Officer also sent out a press release. The consultation responses are summarised in Section 5 of the report.
- 1.3 This programme outlines the work of the Overview and Scrutiny Committee and the proposed work to be undertaken by Task and Finish Groups. Due to officer resources, there should be no more than two Task and Finish Groups running at one time.

2. CABINET MEMBER INVOLVEMENT

- 2.1 Cabinet Members attended Overview and Scrutiny during 2016/17 to update on their portfolio areas.
- 2.2 In November 2016 the Cabinet resolved that the two main recipients of council grants, being the Citizens Advice and the Credit Union would update the Council on its work and that this would be done via Overview and Scrutiny. After speaking with the Council's Locality Manager, these organisations have been pencilled in for December 2017.
- 2.3 Portfolio Holders continue to attend Overview and Scrutiny on a regular basis and provide feedback on Task and Finish Group reports.

3. HEALTH SCRUTINY

- 3.1 The Portfolio Holder for Customer Services and Health meets bi-monthly with the Rossendale Lead within the Clinical Commissioning Group (CCG) and the Rossendale Lead GP, Dr Tom McKenzie. Any issues are discussed and responded to quickly by the CCG. Any proposed changes are discussed at the meeting and if required, partners will be asked to attend a future meeting.

4. STANDING AGENDA ITEMS

- 4.1 The Council's Constitution outlines the items which Overview and Scrutiny looks at on a regular basis and in addition, Overview and Scrutiny can look at other non-key decision/updates as required or requested. The items outlined in the Constitution are detailed below:-

4.1.1 Routine Monitoring of the performance of the Council

To review on a quarterly basis the Integrated Performance Report and invite officers of the Council to attend a future meeting if their service area is under-achieving on its target.

4.1.2 Policy Development

- a) To deal with emerging policy and assist the Council in reviewing and developing policy as detailed in the Forward Plan.
- b) Review and scrutinise decisions taken internally by the Cabinet, individual Cabinet members or officers of the Council.

4.1.3 Scrutiny of the Council's Budget

To be consulted and make recommendations on the Council's annual budget setting and to review the Medium Term Financial Strategy for 2018/19 in February 2018.

4.1.4 Complaints/Compliments

- a) To monitor formal complaints received by the Council
- b) To monitor Local Government Ombudsman Complaints
- c) To receive information on the number of compliments received for each service area.

4.1.5 Councillor Call for Action (CCfA)

To deal with any relevant Councillor Call for Action requests and determine the appropriate course of action.

4.1.6 Call-In

To scrutinise decisions referred under the Council's Call-In Procedure.

5. WORK PROGRAMME CONSULTATION FEEDBACK

- 5.1 As noted in Section 1 of this report, consultation took place via Councillors, Managers, the website, a press release, Twitter, Facebook and hard copy forms in the One Stop. Three responses were received and these were from Councillors and are detailed below:-

Item	Notes
Impact of Welfare Reforms	O&S agreed to defer this item from last year's work programme because the reforms only began in April 2016. Members may decide a piece of work on this is beneficial; however, a Member Briefing Session is in the pipeline which will look at the impact on changes in benefits on younger people.
Communications Task and Finish Group Phase 2	This will start up again once the new website and telephony system has had a chance to embed.
Telephony system hardware and supplier	The Member Champion could be asked to look into this.
Rossendale's suicide rate	The Chair will meet with the Samaritans to discuss.
Lancashire County Council (LCC) – state of the area's roads.	Give time for the new administration at County to embed and consider at a later date.

6. 2017/18 WORK PROGRAMME AND PROPOSED AGENDAS

6.1 The Work Programme below is based on previous agendas, required updates from Task and Finish Groups and the standing items outlined in Section 4.

6.2 Although the Work Programme is formally agreed, it may be amended by Overview and Scrutiny Committee as required. The Work Programme and proposed agendas are outlined on the next page. The table sets out the basic agendas and a rough idea of which reports should go to each committee and there is room for Task and Finish Group reports to go as required.

6.3 This Work Programme takes into account the suggestions of the Performance Management Task and Finish Group. This Group has recommended to Cabinet that Senior Managers, along with Portfolio Holders, attend O&S meetings to update members on their service area's performance against their individual service plans.

Meeting	Items
19 th June 2017	<ul style="list-style-type: none"> - Quarter 4 Integrated Performance Report - Drug and Alcohol Task and Finish Group Response - Performance Management Task and Finish Group Report - Communications Task and Finish Group Update - Annual Report 2016/17 - Work Programme 2017/18 - The Forward Plan
17 th July 2017	<ul style="list-style-type: none"> - Update from The Whitaker - Empty Homes Update (Calico/RBC) - Update from Ski Rossendale - 101 Task and Finish Group Response - Legal and Democratic Services Performance Update - The Forward Plan
4 th September 2017	<ul style="list-style-type: none"> - Quarter 1 Performance Report - Operations and Environmental Health Performance Update - Annual Equality Report - Update from Community Specialist Paramedic - Dog Fouling Update - Corporate Strategy Update - The Forward Plan
16 th October 2017	<ul style="list-style-type: none"> - The Local Government Ombudsman's Annual Letter and the Council's Annual Complaints Report - 101 Service Update - Rossendale Leisure Trust Update on the Cribden House Project - The Forward Plan

Meeting	Items
13 th November 2017	<ul style="list-style-type: none"> - Quarter 2 Integrated Performance Report - Economic Development and Planning Performance Update Update - Capita Performance Update - Council Tax Support Scheme 2018/19 - Corporate Strategy Update - The Forward Plan
4 th December 2017	<ul style="list-style-type: none"> - Citizens Advice Update - Credit Union Update - Housing and Communities Performance Update - The Forward Plan
22 nd January 2018	<ul style="list-style-type: none"> - Rossendale Leisure Trust Annual Update - Community Leisure Association Whitworth (CLAW) Annual Update - Annual Update from Lancashire Police - Corporate Strategy Update - The Forward Plan
5 th February 2018	<ul style="list-style-type: none"> - 2018/19 Budget Report - Finance and Property Services/People and Policy Performance Update - The Forward Plan
5 th March 2018	<ul style="list-style-type: none"> - ROSSO (Rossendale Transport) Annual Update - Quarter 3 Integrated Performance Report - Licensing Performance Update - Corporate Strategy Update - The Forward Plan

7. CONCLUSION

- 7.1 It is apparent that the consultation response rate was very low. The methods undertaken are those that have been undertaken for several years. Members may wish to consider alternative approaches and ideas for 2018/19.
- 7.2 Consultation responses notwithstanding, the programme outlined above provides members with a clear plan of work and engages with our partners and grant recipients. There is also room available for additional items to be added throughout the year.